

**FREELAND WATER and SEWER DISTRICT  
ISLAND COUNTY WASHINGTON**

**Minutes of September 8th, 2014**

**MEETING PLACE**

5421 Woodard Avenue - Freeland, Washington

**IN ATTENDANCE**

**Commissioners:** Lou Malzone (*President*); Commissioner Hansen (*Vice President*), and Marilyn Abrahamson – (*Secretary*)

**Professional Services:** Andy Campbell (*Certified Operator*); Terri Campbell (*Finance Manager*); Rodger Kuykendall, Eric Nutting (*Engineers Gray & Osborne*)

**Audience:** See attached list (*sign in sheet*)

**1. CALL TO ORDER**

Commissioner *Malzone* called the meeting to order at 5:50 P.M.

**2. FLAG SALUTE**

**3. AGENDA – Addition or Deletions**

It was moved by Commissioner *Abrahamson* and seconded by Commissioner *Hansen* to approve the meeting agenda. **Motion approved unanimously**

**4. APPROVAL OF MINUTES** - Commissioner *Abrahamson* moved and seconded by Commissioner *Hansen* to approve the regular meeting minutes of August 11th, 2014. **Motion approved unanimously**

**5. PROJECT REPORTS -**

**5.1 Bercot Intertie** – *Andy Campbell* reported that *Island Asphalt and Construction* has stated they will need to prepare a change order for the tie-in at Long Drive due to unknown pipe under the road, which was expected. *Andy* and Engineer *George Bratton* recommended use of the alternate bid for ductile iron pipe along Honeymoon Bay Road due to poor soil conditions.

**5.2 Joanne Drive** - No report at this time

**5.3 Sewer Planning** –

**A. Property Acquisition** – Commissioner *Malzone* and *Andy Campbell* will work with the District’s attorney to get a “Purchase Option Agreement” prepared for the *Stonebridge* property.

**B. Schedule for Sewer Project** – *Gray and Osborn* identified a general timeline for implementation of the sewer plan.

**C. Public Meetings for Sewer Project** – The Commissioners agreed to wait to see what additional funding may be available before public meetings are held.

- D. Informing the Commercial Core the Progress of the Sewer** - Commissioners *Abrahamson* prepared a draft letter to send to the commercial core parcel owners to gauge their support for the sewer project. After discussion, it was decided that the Administrator will send a letter informing them project. Commissioner *Hansen* will edit the letter before it's sent with the billing.
- E. Island County Planning Meeting** – Commissioner *Malzone* stated he attended the Island County Planning Commission meeting and talked about population, land values and development. The Macaulay special benefits analyst was also discussed. Commissioner *Malzone* discussed with Island County Commissioner *Helen Price Johnson* what funding amount the County is willing to contribute toward the sewer project. He also discussed the \$100,000.00 dollars per year that the County previously offered FWSD each year. Commissioner *Malzone* stated Commissioner *Johnson* will get back to him per their discussion. Commissioner *Abrahamson* discussed her concerns over funding through Economic Development.
- F. Main Street Sewer** – Commissioner *Malzone* reported that he met with Main Street Sewer Commissioner *Maggie Stern, Al Peyser, and Earl Bangston* to discuss the FWSD project on August 27th.

**5.4 Harbor Hills Water Treatment Plant** – *Andy Campbell* reported that the treatment plant at Harbor Hills has completely failed. The filter media has been ordered and the cost for product and material is twenty two thousand eighty dollars (\$22,080.00). As soon as the product and material arrives he will repair the treatment plant which should reduce the minerals causing the brown water that has occurred. In the meantime he has been flushing the system which has helped. Commissioner *Hansen* asked Andy to draft a policy for how the District deals with customer complaints for “brown water”.

**5.5 Bradley Lane** – *Andy Campbell* has not heard back from the property owners regarding a proposed Developer Extension on Bradley Lane.

**5.6 Sunny View Village** – *Andy Campbell* met with the SVV project staff and water installation contractor at their planning meeting. Work has not started on the Developer Extension as of yet.

## **6. UNFINISHED BUSINESS -**

**6.1 Standby Fees** – *Terri Campbell* reported that the total amounts vouchered for payment reimbursements are \$64,197.86. The remaining balance not claimed by vacant lot owners is \$32,375.37 which will remain in the Restricted Funds for Standby Fees for 2 years (date started when the letter went out to the vacant lot owners).

**7. NEW BUSINESS** – None

**8. AUDIENCE PARTICIPATION** – N/A

9. **REPORTS -**

9.1 **Accountant's Report - Terri Campbell (WWS)**

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets ending **August 31st, 2014**.

B. *Terri* is finishing the Audit for 2013 and will have it submitted this month.

9.2 **Operation's Report - Andy Campbell (WWS)**

A. See attached Operation and Maintenance Report for August

10. **APPROVAL OF VOUCHERS**

After reviewing the vouchers presented for payment, Commissioner *Abrahamsen* moved and seconded by Commissioner *Hansen* to approve and sign the vouchers:

**On September 8th, 2014**, the Board by vote, approved payment of the vouchers as listed in the attachment for:

O&M Fund #702 amount: \$67,238.79 and DOR \$1,910.77

C&I Fund #623 amount: \$96,501.70;

Standby Fees #702 amount: \$1,206.00

Total of All Vouchers - **\$166,857.26**     **Motion approved unanimously**

11. **EXECUTIVE SESSION** –

Commissioner *Malzone* called for executive session at 7:10 PM to discuss land acquisition. At 7:25 PM the Board reconvened the regular meeting. Commissioner *Abrahamson* moved and Commissioner *Hansen* second to have *Andy Campbell* contact two survey companies to get appraisals of the land value and check to make sure there is an access agreement for the purpose of a hydrological study. **Motion approved unanimously**

12. **MEETING CLOSED** – Commissioner *Abrahamsen* made motion seconded by Commissioner *Malzone* to close this meeting at 7:50 PM. **Motion approved unanimously**

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Eric Hansen  
Commissioner; FWSD

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Lou Malzone  
Commissioner; FWSD

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Marilynn Abrahamson  
Commissioner; FWSD

*Minute Prepared by: Terri and Andy Campbell (WWSLLC)*