

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Special Meeting – January 10th, 2024

MEETING PLACE – 1667 Roberta Avenue- Freeland, Washington

IN ATTENDANCE

Commissioners: Chad Gladhart, Eric Hansen, Lew Randall

Staff: WWS: Andy Campbell (Certified System Operator)

1. **CALL TO ORDER** – Commissioner Gladhart called the meeting to order at 11:30 a.m.
2. **AGENDA** - The special meeting was called to discuss occupancy of the Freeland motel that the Low-Income Housing Institute is converting to more permanent housing. Andy reported that seven units were occupied even though LIHI has not submitted a developer extension agreement required for additional service lines and meters. The Board considered shutting off the water supply to the building.

Commissioner Hansen reported that he spoke with Emily Wildeman of the Island County Housing Support Center just prior to the meeting. Emily’s perspective was that there had been no change in use of the building, and that limited use was authorized when the stairs were upgraded. She said LIHI is still in the permit process and that no kitchens have been added. Eric cited the lack of communication, and asked Emily to encourage LIHI staff to call with an update on their plans.

Commissioner Hansen received a call from Ralph Neis, LIHI’s special projects director. Ralph said Melanie Bacon had authorized occupancy of half the units, with the remainder to remain empty until permitting was completed. He said LIHI was working with an architect and would submit plans to the District when they were completed.

After considerable discussion, the Board decided not to shut off the water at this time. However, it was agreed that communication needs to improve, and that the option to turn off the water remained on the table if further activity was not in compliance with District regulations.

Andy will contact LIHI’s facilities person and get an updated schedule for submittal of their construction documents. Andy will inform LIHI that the Water Availability Certificate is valid for one year (construction must begin by August 2024).

3. Commissioner Gladhart adjourned the meeting at 12:14 PM.

Eric Hansen
Commissioner; FWSD P-2

Lewis Randall
Commissioner; FWSD P-1

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: January 17, 2024