

**MINUTES OF THE April 9, 2012
FREELAND WATER and SEWER DISTRICT
Regular Meeting 5:45 p.m.**

Meeting Place
Freeland Library
5495 South Harbor Avenue
Freeland, WA.

Present: Commissioner Hansen, Malzone and Abrahamson

Andy Campbell – Certified Operator
Sandy Duncan – Administrative Assistant
Chet Ross-Freeland Chamber of Commerce

CALL TO ORDER: Commissioner Hansen called the meeting to order at 5:45 p.m. Followed by the Pledge of Allegiance.

Confirmation of Quorum: Present

APPROVE AGENDA:

Approval of Minutes: Change 3/23/2012 minutes to reflect that meeting to interview attorneys was opened at 11:30 a.m. Change from 2:45 p.m. Motion to approve minutes of 3/23 with time change: Approved and passed.

Selecting Legal Representation: Commissioner Hanson motioned: The District select Short, Cressman, and Burgess and the District request a Retention Letter from them. 2nd approved, passed.

Selection Process for Engineering Consultant: for discussion in a workshop. Scheduled workshop for 5:45 p.m. April 26, 2012, at Trinity Lutheran.

Discussion of Steve Arnold Recovery Contract – more information needed from Steve Arnold. Request Sandy or Terri to contact Mr. Arnold requesting a more formal proposal re: the 28 lots. Sandy agreed.

Notification letter to ratepayers: to be included in Sandy's billing for March & April. Approved as edited, to be sent on FWSD letterhead, signed by Commissioners.

Discussion of electronic billing to ratepayers: Terri will report back on being able to set up electronic billing. Also, discussed on-line paymen; might require a fee to customer. Explore possibility later in year.

Website Coordintion with Ken Kortlever: Appoint a Commissioner to be the contact person. Postponed decision.

Public Works Trust Fund Webinar – Commissioner Malzone will be participating - re: funding for sewer project.

Coordination of attendance at WASWD conferences – applying for scholarship for first-time attendees. No decision made.

Sewer Admin Costs - Sandy reported – not submitted to County. Waiting for submission to DOE for reimbursement. Commissioner Malzone will discuss with payback on land purchase with Elaine Marlow and Com. HP Johnson.

Andy's report – Repairs to Well # 1 pump house at Harbor Hills. Photos shown. Update on pipe repair needed at Harbor Hills. No interruption of service required. Update on flushing - No problems with flushing process. Downtown was done before 10 a.m. 1.5 days total. No complaints.

Sandy's report – Reviewed vouchers - total \$32,336.64, included repairs at HH; sewer vouchers - \$1,344.46; Investment fund: O&M \$710,000 invested; Construction acct. investment \$541,000. Vouchers total \$18,000 Freeland; \$13,000 HH.

Tetrattech invoice for Katy Isaacson, more info needed.

Package for Terri will have all loan due dates.

Note from customer, as an FYI, paying for water not used. For later review.

Transition list prepared for Edwards & Assoc. to Whidbey Water Services.

Discussion about final transition date.

Motion to Reconsider motion made March 12: Commissioner Abrahamson motioned: Edwards & Assoc. will coordinate the finalized transition to Whidbey Water Services after the March-April billing by the end of the first week in May, by Friday, May 4. Any further transition tasks will be performed by Edwards & Assoc. on an hourly basis as needed. 2nd and passed. Previous motions rescinded.

CAC Report: by John Brunke. CAC needs commissioner's approval for estimate for 3 possible sewer alternatives.

Motion: Commissioner Hanson moved to approve the April 6, 2012, proposal from CHS Engineering not to exceed \$7,900. 2nd and passed.

New Business – Sewer – Com. Malzone: Status of Freeland Comprehensive Sewer Plan; changes needed, will work through them over time. No action taken.

Public Comment on Sewers: Wayne Morrison. He was interested in the Freeland Sewer Project budget. He was informed by Commissioner Hanson that there was no current budget for a sewer plan.

Meeting Adjourned: 7:50 pm.

Respectively Submitted

Marilynn Abrahamson
FWSD Commissioner/Secty, Treas.

Approved:

Commissioner: Eric Hansen

Commissioner: Lou Malzone

Commissioner: Marilynn Abrahamson