

LAGOON POINT WATER DISTRICT - ISLAND COUNTY WASHINGTON

Action Minutes of June 8th, 2021

MEETING PLACE

5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Commissioner Kukuk, Commissioner Brown, Commissioner Rodgers, Commissioner Von Drachek and Commissioner Chan. **Professional Services:** Terri Campbell (*Financial Manager*), Beverly Chan (*Administration & Billing*), Charlene Arnold (*Windermere*)

1. CALL TO ORDER -

Commissioner *Kukuk* called the meeting to order at 10:33 a.m.

2. AGENDA -

3. APPROVAL OF MINUTES -

Commissioner *VonDrachek* moved and seconded by Commissioner *Rodgers* to approve the meeting minutes of May 5th, 2021 (special meeting) and May 11th, 2021. *Motion approved unanimously.*

4. PROJECT REPORTS -

4.1 Hydrant and Main replacement – No Report

5. UNFINISHED BUSINESS -

5.1 Rental House sale – Buyer is obtaining a new rehab loan. Commissioner Brown moved and seconded by Commissioner Chan to extend the closing date to June 30th, 2021. *Motion approved unanimously.*

Buyer inquired on internet provider previous tenant used and requested permission to install Whidbey Telecom prior to closing. Commissioners put permission on hold until buyer obtains more information from previous tenant and internet supplier.

5.2 Fire Dept. Hydrant Flow Tests – A new claim was received by Enduris for account #066, 3752 Oceanside Drive.

5.3 Investments Options: none

5.4 Elections – Commissioners Brown and Chan have filed for reelection.

5.5 Email Addresses – none

6. NEW BUSINESS -

6.1 Hook-up Fees - Motion needed at July meeting to increase hook-up fee.

6.2 Non-Conforming Connection – Non-conforming connection at 3738 Oceanside has been disconnected.

6.3 Foreclosure policy – Resolution will be prepared for next month's meeting establishing a cap amount to begin foreclosure procedures on past due accounts.

6.4 **Spreadsheet** – Commissioner Kukuk requested a district spreadsheet with customer name, address, parcel code.

7. **AUDIENCE PARTICIPATION** – none

8. **REPORTS -**

8.1 **Accountant's Report – Terri Campbell (WWS)**

A. **Accounts** – Accounting reports were presented, that included preliminary Income, Expense, and Balance sheets up to date for 2021. After review, Commissioner Chan moved and seconded by Commissioner Von Drachek to approve financial reports as presented. **Motion approved unanimously**

B. **Approval of Vouchers -**

After reviewing the vouchers presented for payment, the Board by vote, approved payment of the vouchers below: Commissioner *Von Drachek moved* and seconded by Commissioner *Rodgers* to approve and sign the following vouchers and amounts: **Motion approved unanimously**

Operation & Maintenance Fund #704

6-1 thru 6-9 in the amount of: \$6,377.31.

DOR Withdrawal: \$0.00

IRS Withdrawal: \$0.00

Capital Improvement Fund #723

CI-06-01 thru CI-06-01 in the amount of: \$0.00.

Total of All Vouchers - \$6,377.31

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

A. See attached Operation and Maintenance Report May 2021

8.3 **Administration Report - (WWS)**

A. See attached Administration Report for May 2021

9. **EXECUTIVE SESSION** – none

10. **MEETING ADJOURNED -** Commissioner *Brown* moved, seconded by Commissioner *Rodgers*, to adjourn the meeting at 11:40 p.m. **Motion approved unanimously**

William Brown, Commissioner

Paul Kukuk, Commissioner

Christopher Chan, Commissioner

Robert Rodgers, Commissioner

Bob Von Drachek, Commissioner

Minutes Prepared by: Beverly Chan