

ADMIRAL'S COVE WATER DISTRICT ISLAND COUNTY WASHINGTON

ACTION Minutes of September 8th, 2022 - Regular Meeting

MEETING PLACE

1270 Rickover Drive - Coupeville, Washington

IN ATTENDANCE – Commissioners & Staff

Doug Smith; Commissioner (*President*) Gary Winlund; Commissioner
Tiffany Durley; Commissioner (via telephone) Andy Campbell; (WWS) Operations
Terri Campbell; Finance Auditing Officer (available by telephone if needed)

1. CALL TO ORDER

Commissioner Smith called the meeting to order at 10:00 A.M.

2. AGENDA

The agenda was approved by the Commissioners

3. APPROVAL OF MINUTES -

Commissioner Durley moved, seconded by Commissioner Smith, to approve the regular meeting minutes of **August 11th, 2022**. *Motion passed*

4. APPROVAL OF VOUCHERS

Vouchers were previously emailed to the Commissioners for reviewing prior to the meeting. The following vouchers and invoices were submitted at the meeting for approval. Commissioner Winlund moved, seconded by Commissioner Durley, to approve payment of the vouchers for the months as follows: *Motion passed*

Operation & Maintenance Fund #702

1) OM-9-1 thru 9-6 in the amount of \$7,261.24

Capital Improvement Fund #761

1) CI-1 in the amount of \$961.36 *Total Expenses: \$8,222.60*

5. STAFF REPORTS –

5.1 Manager's Report - Andy Campbell (WWS)

Andy presented his report for Commissioner review with an up-to-date water pumped graph usage for 2022

5.2 Accountant's Report - (WWS) – Up to date financial reports were emailed to the Commissioners to review prior to the meeting and also presented at the meeting for the Commissioners review. Commissioner Smith moved seconded by Commissioner Winlund to accept the report as presented. *Motion passed*

6. PROJECT REPORTS –

6.1 **Stortz Fittings** – No Report for installation date.

7. UNFINISHED BUSINESS – None

8. **NEW BUSINESS** –

9. **AUDIENCE** – None

10. **MEETING CLOSURE** - Being no further business the meeting was closed at **10:17 AM**.

Approved: **October 13th, 2022**

Gary Winlund
Commissioner; P#3 ACWD

Tiffany Durley
Commissioner; P#2 ACWD

Douglas Smith, Chairman
Commissioner; P#1 ACWD

Note: As indicated in the meeting minutes heading, the district records minutes that are “**ACTION MINUTES**” which record the decisions reached and the actions to be taken, though not recording the discussion that went into making the decisions. The “action minutes” include a report of actions taken since the last meeting as well as planned actions.

The next meeting will be held: November 10th, 2022 at 10AM