

Crockett Lake Water District

MEETING MINUTES

Whidbey Water Services Office

[5885 Lotto Ave, Freeland, WA 98249](http://www.whidbeywater.com)

June 8, 2023

Present: Present: Marianne Burr, Joe Biller and Wayne Mitchell

Also in Attendance: Terri Campbell, Andy Campbell, Robert Wilkins, and Melanie Mankameyer, PE

Meeting Called to Order at: 1:00 PM

Agenda Additions/Deletions: There were no alterations or additions to the agenda.

Approval of Regular Meeting Minutes: Concerning the Meeting Minutes for:

- **April 13, 2023– Regular Meeting** No minutes were ready for today’s meeting. They will be presented at the next meeting.
- May 11, 2023 were reviewed. Mitchell moved and Biller seconded to accept the minutes as prepared. **Action – Unanimously Approved**
- The Previously Approved April 13th EFT was resubmitted and reapproved when Biller moved and Mitchell seconded the resubmittal of \$274.18 **Action – Unanimously Approved**

Input from the Public:

Approval and Signing of Vouchers:

- Operations and Maintenance: 5 vouchers #6-1 to 6-5
In the amount of \$2,485.78
- Capital Improvements: None

After review and discussion, Biller moved and Mitchell seconded to approve the June vouchers

Action – Unanimously Approved

Reports:

President:

At-Large:

Secretary: Informed the Board that he turned in paperwork to run for Commissioner Position 1.

Operator Report: Andy provided his activity report.

Finance Report: The Monthly Financial Report was presented by Terri Campbell. (see attachment)

Burr moved to accept the financial report as given and discussed. Mitchell seconded.

Action – unanimously approved

OLD BUSINESS:

1. There was a brief discussion concerning upgrading the District’s “Service policies.” Andy will provide a sample copy of an existing Policy he is familiar with for our review,
2. There was a short recap of the April Meeting with Mr. Albert, concerning his water connection.
3. Andy indicated that he is aware that a construction plan needs to be submitted for approval.
- 4.

NEW BUSINESS:

1. Melanie Mankameyer, PE was introduced as our approved Engineering Expert.
2. Mr. Albert was present and spoke to the board concerning progress with his “Developer Main Extension”. Andy spoke to issues remaining – such as, the construction plan needed to be submitted for approval. After a lengthy explanation, it was determined that Mr. Albert needs to submit his construction plan for Andy’s review and approval. Approval may even include using Mr. Albert’s excavation contractor, after Andy’s review.

Input from the Public: none

Good of the Order: none

Executive Session: None

CONCLUSION: At 2:15 PM President Burr concluded this meeting.

July 13, 2023

Commissioner Biller – Secretary

Date of Approval

Commissioner Burr – President

Wayne Mitchell – At Large