

LAGOON POINT WATER DISTRICT - ISLAND COUNTY WASHINGTON

Action Minutes of November 8th, 2022

MEETING PLACE -

5585 Lotto Avenue - Freeland, Washington

IN ATTENDANCE

Commissioners: Commissioner Kukuk, Commissioner Von Drachek, Commissioner Brown, Commissioner Rodgers & Commissioner Chan. **Professional Services:** Andy Campbell (*Certified Operator*), Terri Campbell (*Financial Manager*), Beverly Chan (*Administration & Billing*),

1. CALL TO ORDER -

Commissioner Chan called the meeting to order at 10:40 a.m.

2. AGENDA -

3. APPROVAL OF MINUTES -

Commissioner *Kukuk moved* and seconded by Commissioner *Von Drachek* to approve the meeting minutes of October 11th, 2022. *Motion approved unanimously.*

4. PROJECT REPORTS -

4.1 Hydrant and Main replacement – none

4.2 Probes on Wells (aquifer levels) – New probe received – data will be recorded on a monthly basis.

4.3 PRV – none

5. UNFINISHED BUSINESS -

5.1 Foreclosure accounts / Liens – 1 account unpaid and will be referred to attorney.

5.2 Rate increase / Tiers – Terri will conduct an analysis.

5.3 LPCA hydrant use letter / invoice – No user fee will be charged. Only charge is for water. Letter sent to LPCA.

6. NEW BUSINESS -

6.1 Tree Hazard – Andy is aware and is troubleshooting.

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 2022. After review, Commissioner Brown moved and seconded by Commissioner Rodgers 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 *Brown* to approve and sign the following vouchers and amounts:
Motion approved unanimously

Operation & Maintenance Fund #704

11-1 thru 11-7 in the amount of: \$4,981.15.

Capital Improvement Fund #723

CI-11-1 thru CI-11-1 in the amount of: \$0.00.

Total of All Vouchers - \$4,981.15.

8.2 Operation's Report - Andy Campbell (WWS)

A. See attached Operation and Maintenance Report October 2022

B. Discussion regarding leak at 3559 Marine View (under road). Per district policy, written notification will be given to owner stating 30 days to fix leak.

8.3 Administration Report - (WWS)

A. See attached Administration Report for October 2022

9. EXECUTIVE SESSION – none

10. MEETING ADJOURNED - Commissioner *Brown* moved, seconded by Commissioner *Rodgers*, to adjourn the meeting at 11:15 a.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