

# LEDGEWOOD BEACH WATER DISTRICT

## Minutes January 10, Meeting

Doug Martin called the meeting to order at 2:00 PM.

Commissioners present were Diane Callahan, Steve Diklich, and Doug Martin. Two community members and Andy Campbell, WWS, were present.

There were no public comments.

### **Election of Officers:**

MOTION: (Diklich/Callahan) Move to elect Doug Martin as President. The motion passed 3-0.

MOTION: (Callahan/Martin) Move to elect Steve Diklich as Secretary. The motion passed 3-0.

MOTION: (Martin/Callahan) Move to elect Diane Callahan as Assistant Auditor. The motion passed 3-0.

### **Minutes:**

MOTION (Martin/Callahan): Approve the minutes of the December 13 meeting. The motion passed 3-0

### **Financial:**

The Commissioners reviewed the following vouchers for payment:

<b>Date</b>	<b>Voucher #</b>	<b>Payee</b>	<b>Amount</b>
1/9/2023	OM 1-1	Diane Callahan	\$ 118.21
1/9/2023	OM 1-2	Whidbey Water Services LLC	\$1,113.43
1/9/2023	OM 1-3	Puget Sound Energy	\$ 476.10
1/9/2023	OM 1-4	Whidbey Telecom	\$ 35.85
	Total		\$1,743.59

MOTION (Martin/Callahan): Approve all vouchers listed above for payment. The motion passed 3-0.

The Commissioners discussed the financial statements. There were some questions regarding the beginning cash balance of the current month's statement on matching the ending balance of the prior statement. Doug will contact Teri to resolve the difference. Approval was suspended to a future meeting.

### **Operations:** (December 2022) by Andy Campbell, WWS.

- The Pinecrest well pumped 318,798 gallons. Average daily usage per meter was 75 gallons.
- Tests for coliform, iron and manganese were all satisfactory.
- Residential meters were read.

**Old Business:**

1. 2023 Operating Budget—The Commissioners discussed the proposed budget. The budget projected revenue of approximately \$78 thousand, operating expense of \$46 thousand, resulting in an expected transfer of \$32 thousand to the Capital Fund. A summary of our budget will be posted on the District website.

**New Business:**

1. Water usage report—The District experienced a 4 day power outage in October. On the fourth day Whidbey Water measured the water level in our storage tank at 30 feet. The water level in the tank when full is 36 feet. This implies that the District stores about a 15-day supply of water.

This Commissioners discussed this information in the context of overall disaster preparedness. Andy advised the Commissioners that the State Department of Health has policy templates available. The Commissioners agreed the this would be a good starting point. Diane volunteered to research the information available through the Department of Health.

2. Commissioner Compensation Waiver Forms for 2023—Doug passed out waiver forms. The Commissioners discussed RCW 57.12.010, which provides for and sets limits on commissioners serving on district boards. Each Commissioner must complete the form and return the form to Whidbey Water.

Doug adjourned the meeting at 2:35 PM.

Respectfully Submitted,

Steve Diklich  
Secretary