

LEDGEWOOD BEACH WATER DISTRICT
Meeting Minutes
March 12, 2024

CALL TO ORDER:

Diane Callahan called the meeting to order at 2:00 PM.

Commissioners present were Diane Callahan, Mitchell Klein, and Steve Clemens. Two (2) community members and Andy Campbell, WWS, were present.

OPENING PUBLIC COMMENTS:

Steve Diklich mentioned that he thinks it is a good idea for the Water District to set goals and targets.

MINUTES:

Approval of the Minutes from the February 13, 2024, LBWD meeting.

MOTION: (Clemens/Klein) Move to approve the meeting minutes of the February 2024 meeting. The motion passed 3-0.

FINANCIAL:

Consideration and Approval of the Vouchers for payment.

Date	Voucher #	Payee	Amount
2/13/24	OM 3 - 1	Steve Clemens	\$ 148.68
2/13/24	OM 3 - 2	Mitchell Klein	\$ 148.68
2/13/24	OM 3 - 3	Diane Callahan	\$ 148.68
2/29/24	OM 3 - 4	Whidbey Water Services	\$ 2,273.27
1/10/24	OM 3 - 5	Washington Assn. of Sewer & Water Districts	\$ 50.00
3/1/24	OM 3 - 6	Whidbey Telecom	\$ 41.29
4/1/24	OM 3 - 7	Island County Treasurer - Property Tax	\$ 39.13
12/11/23	OM 3 - 8	Washington State Auditor's Office	\$ 1,921.50
3/8/24	OM 3 - 9	Puget Sound Energy	\$ 21.32
TOTAL :			\$ 4,792.55

MOTION: (Klein/Clemens) Move to approve all nine (9) vouchers listed above for payment. The motion passed 3 - 0.

Consideration and Approval of the March 2024 financial reports.

MOTION: (Clemens/Klein) Move to approve the March 2024 financial reports. The motion passed 3 - 0.

OPERATIONS:

LBWD Water System Status.

Andy Campbell, WWS, reported the following for the month of February 2024:

- The Pinecrest well pumped 374,075 gallons in 174.15 hours. Average daily system volume was 12,899 gallons in 6.01 hours. Average daily usage per each of the 141 connected meter was 91 gallons.
- Tests for coliform, iron and manganese were all satisfactory.

- Residential meters were read.
- Late payment notices were sent to two (2) customers.
- Valve risers were added to hydrant foot valves in preparation for the upcoming county's street resurfacing project.
- Removed meter flange from well and flushed well #2. Used 1,500 gallons to flush well.
- The federal EPA now requires a new report from every community water association and/or district in the nation. WWS will need to physically inspect, verify, and report to the EPA every LBWD home built before 1987 that has any lead water supply lines.
- The new water meters have been ordered from Mueller. They should arrive within 6 to 8 weeks. The complete installed price per meter is expected to be \$245. The total cost for 141 installed meters is expected to be \$34,545. WWS will be required to pay the total cost when the meters are delivered to them. The old meters will be kept in storage until the performance of the new meters is assured.

Newell Firehouse Rentals.

Rentals were not reported for the month of February 2024. The report will be made at the April meeting.

UNFINISHED BUSINESS:

The amended Resolution 105 was signed by all three commissioners and filed.

NEW BUSINESS:

1. There will be a firehouse maintenance (interior and exterior) assessment, and project estimates will be solicited from local vendors at the April meeting. An estimate for repairs to the front fence will be included. (Klein)
2. The trees located behind the firehouse will be assessed, and a plan to remove any tree that could damage the firehouse if they fall will be created. (Clemens)
3. A brief discussion of a Mission Statement for LBWD was started. (Callahan)
4. Callahan and Clemens discussed the procedures for the administration of the LBWD firehouse rental and calendar website.

COMMISSIONER COMMENTS:

There were no commissioner comments.

CLOSING PUBLIC COMMENTS:

It was suggested that we consider sending a friendly letter to Sarabeth Scherer, the owner of the property next door at 1909 Pinecrest Avenue. The letter would request the removal of any of the unhealthy trees behind the firehouse that belong to her or that are on the property line we share that are likely to damage the firehouse if they fall.

ADJOURNMENT:

There being no further business to consider, Diane adjourned the meeting at 3:20 PM.

Respectfully Submitted,

Mitchell Klein
Secretary

Ledgewood Beach Water District - Financial Statement 2024

OPERATIONS & MAINTENANCE - #711	March Report	Annual Budget	Budget Target to Achieve
Cash Balance	41,021.78	41,021.78	0.00
Receipts - Base Rate	14,210.50	68,000.00	53,789.50
Receipts - Sale of Water	2,201.25	11,000.00	8,798.75
Receipts - Other	0.00	0.00	0.00
Receipts - Transfer Fees Escrow	0.00	0.00	0.00
Receipts - Rental (Firehouse)	52.00	0.00	(52.00)
Late Fees Collected	105.00	105.00	0.00
Computer Adjustment	0.00	0.00	0.00
NSF Checks	0.00	0.00	0.00
NSF Funds Collected	0.00	0.00	0.00
NSF Fees Charged	0.00	0.00	0.00
Expenses			
Operation & Maintenance (Vouchers)	(12,224.13)	(50,923.72)	(38,699.59)
NSF Withdrawn from Island County	0.00	(150.00)	(150.00)
Transfer To Capital Improvements Fund #765	(36,000.00)	18,325.28	54,325.28
Other	0.00	0.00	0.00
Ending Balance Operations & Maintenance fund	\$ 9,366.40	\$ 87,378.34	\$ 78,011.94
CAPITAL IMPROVEMENT FUND - #765			
Cash Balance	463,921.17	463,921.17	0.00
Receipts Hook-ups	0.00	0.00	0.00
Receipt Tax on Hook-up	0.00	0.00	0.00
Cash Balance Emergency Reserves	20,000.00	20,000.00	0.00
Interest Earned on Investments	760.07	7,000.00	6,239.93
Transfer In From Operation & Maintenance Fund #711	36,000.00	32,000.00	(4,000.00)
	0.00	(43,000.00)	(43,000.00)
Ending Balance Capital Improvement Fund	\$ 520,681.24	\$ 479,921.17	\$ (40,760.07)
TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)			
	530,047.64	567,299.51	37,251.87
Invested Funds	(500,000.00)		
Total Available Cash	30,047.64		

Annual Interest Earned from Investments (Year to Date) \$ 760.07