

LEDGEWOOD BEACH WATER DISTRICT
Special Meeting Minutes
June 23, 2025

Commissioner Callahan called the meeting to order at 2:00 pm.

PRESENT: Commissioners Callahan, Clemens and Pinter; Peter Moore from WWS, and 1 community member.

Public Comments:

None

Minutes:

MOTION: To approve the May 13th Minutes deferred to the July meeting

Financials:

Commissioners reviewed the following vouchers for payment

<u>Date</u>	<u>Voucher#</u>	<u>Payee</u>	<u>Amount</u>
6/09/25	OM 5-1	Don Pinter	\$ 148.68
6/09/25	OM 5-2	Steve Clemens	\$ 148.68
6/09/25	OM 5-3	Diane Callahan	\$ 148.68
6/09/25	OM 5-4	Whidbey Water Services	\$4,822.65
6/09/25	OM 5-5	PSE	\$ 316.57
6/09/25	OM 5-6	Camarena Landscaping	\$ 489.60

MOTION: To approve Vouchers (Pinter/Clemens) Approved 3-0

Commissioner Pinter inquired as to the 31 hours WWS billed for cleaning up and exercising the fire hydrants at the prevailing wage of \$105 per hour. Discussion followed with Peter indicating he'd look into it.

MOTION: To accept the Financial Report of the May 13th meeting (Pinter/Clemens)

WWS sent out two copies of the Financial Report showing two ways of recording funds currently listed in the Capital Reserve Account. Rather than all the reserves listed in the account, the Capital Reserve Account would show only the funds approved for pending capital improvements and a Capital Emergency Fund with the remaining funds. The commissioners agreed with the change and Commissioner Callahan indicated she would contact WWS to make the change. The change would not impact interest calculations.

MOTION: To approve the accounting change to the Capital Reserve Fund. (Clemens/Pinter) 3-0

MOTION: To accept June 2025, Financial Report. (Pinter/Clemens) Accepted 3-0

Operations:

(April 2025) by Peter Moore

- The Pinecrest well pumped 419,254 gallons in 195.18 hours
- Average daily system volume was 13,975 gallons
- Average daily use per each of the 141 connections was 99 gallons

- Backwash water 18,400 gallons
- Estimated flushing filters 2,000 gallons
- Coliform, iron and manganese levels were all okay
- Repaired leak on Sea Shell

(May 2025) by Peter Moore

- The Pinecrest well pumped 761,189 gallons in 354.46 hours
- Average daily system volume was 24,561 gallons
- Average daily use per each of the 141 connections was 174 gallons
- Backwash water 18,400 gallons
- Estimated flushing filters 46,400 gallons
- Coliform, iron and manganese levels were all okay
- Trimmed vegetation around hydrants
- Exercised hydrants
- Investigated leak at 1889 Fircrest

Commissioner Callahan asked Mr. Moore if WWS flushes the hydrants at the same time they exercise the valves. Mr. Moore said they do something different than flow testing. Mr. Moore said the Fire Department does come out and pressure tests the hydrants. The reason they don't flow test the hydrants, opening them up all the way, is that it stirs up a lot of sediment and can cause other issues. Commissioner Pinter inquired as to the large increase in water usage between April and May. Mr. Moore referred back to the 2024 chart which also showed a steep increase during that time period as well as the Fircrest leak and hydrant flushing. Commissioner Callahan questioned whether there were 141 hookups or 144.. Mr. Moore indicated he'd look into it.

Mr. Moore indicated they were still awaiting word as to when the contractor will be able to start on our projects and they were waiting for the ground to firm up before working on the Fircrest leak due to the retaining wall. He also stated we are now required to test for PFAS two times per year at \$415. A general discussion followed regarding continual changes to water testing requirements.

Rentals:

Commissioner Clemens stated that the rental income for May was \$5.

Old Business:

- Commissioner Callahan stated that our mailbox has been relocated to the Firehouse and is operational.
- The Emergency Response Plan deferred to next meeting
- MOTION: To approve the purchase of two sandwich boards not to exceed \$250 (Clemens/Pinter) Approved 3-0
- Reminder to WWS about estimates for an emergency generator.

New Business:

Discussion regarding WWS access to our file room and our access to the pumphouse and the reservoir. Commissioner Callahan will add it to next month's agenda.

Public Comments:

None

Commissioner Callahan adjourned the meeting at 2:34pm

Respectfully submitted – Don Pinter

Ledgewood Beach Water District - Financial Statement 2025

	July meeting Report	Annual Budget	Budget Target to Achieve
OPERATIONS & MAINTENANCE - #711			
Beginning Cash Balance	14,114.79	14,114.79	0.00
Receipts - Base Rate	34,491.59	70,000.00	35,508.41
Receipts - Sale of Water	2,297.98	11,500.00	9,202.02
Receipts - Other	0.00	0.00	0.00
Receipts - Transfer Fees Escrow	100.00	100.00	0.00
Receipts - Rental (Firehouse)	55.00	0.00	(55.00)
Late Fees Collected	215.00	215.00	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)	(10,528.01)	(51,088.89)	(20,560.88)
NSF Withdrawn from Island County	0.00	0.00	0.00
Transfer To Capital Improvements Fund #765	0.00	31,350.00	31,350.00
Other	0.00	0.00	0.00
Ending Balance Operations & Maintenance fund	\$ 20,746.35	\$ 76,190.90	\$ 55,444.55
CAPITAL IMPROVEMENT FUND - #765			
Beginning Cash Balance	483,011.13	483,011.13	0.00
Receipts Hook-ups	11,000.00	11,000.00	0.00
Receipt Tax on Hook-up	0.00	0.00	0.00
Interest Earned on Investments	4,287.04	10,000.00	5,712.96
Transfer In From Operation & Maintenance Fund #711	0.00	31,350.00	31,350.00
Less Capital Improvement Expenses	(12,403.63)	(84,500.00)	(72,096.37)
Beginning Cash Balance	25,000.00		
Transfer to ER Fund #773	0.00	(25,000.00)	
Ending Balance Capital Improvement Fund	510,894.54	425,861.13	(85,033.41)
EMERGENCY RESERVE FUND - #773			
Beginning Cash Balance Emergency Reserves	0.00	0.00	0.00
Funds transferred in from O&M #711	0.00	0.00	0.00
Funds transferred in from Capital Improvement #765	25,000.00	25,000.00	0.00
Interest Earned on Investments	0.00	50.00	50.00
Funds Transferred to OM Fund #711	0.00	0.00	0.00
Funds Transferred to CI Fund #765	0.00	0.00	0.00
Ending Balance Emergency Reserve Fund	25,000.00	25,050.00	\$ 50.00
TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)	556,640.89	502,052.03	20,411.14
Invested Funds	(463,500.00)		
Total Available Cash	93,140.89		
Annual Interest Earned from Investments (Year to Date)	\$ 4,287.04		