

**LEDGEWOOD BEACH WATER DISTRICT**  
**Meeting Minutes**  
**August 13, 2024**

**CALL TO ORDER:**

Commissioner Callahan called the meeting to order at 2pm.

PRESENT: Commissioners Diane Callahan, Steve Clemens, Andy from WWS and 4 Community members

**OPENING PUBLIC COMMENTS:**

Questions were asked of WWS regarding the cost of activating one of our dormant wells. Andy estimated as much as \$300k to build a pump house building and filtration system. The subject of moving the Firehouse mailbox was brought up.

**MINUTES:**

Motion to approve July 9<sup>th</sup> regular meeting minutes approved (Clemens, Callahan).

Motion to approve July 18<sup>th</sup> special minutes approved (Clemens, Callahan).

**FINANCIAL:**

Commissioners reviewed the following vouchers for payment

<b>DATE</b>	<b>VOUCHER #</b>	<b>PAYEE</b>	<b>AMOUNT</b>
5/12/2024	OM 8-1	Steve Clemens	148.64
5/12/2024	OM 8-2	Diane Callahan	148.64
5/12/2024	OM 8-3	Whidbey Water Services	2,348.77
5/12/2024	OM 8-4	Whidbey Telecom	59.85
5/12/2024	OM 8-5	PSE	345.75
5/12/2024	OM 8-6	Camerana Landscaping	326.4
5/12/2024	OM 8-7	Endura Insurance	5,640.00

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MOTION (Clemens, Callahan): Approve all vouchers listed above for payment. The motion passed 2-0.

MOTION (Clemens, Callahan): Approve the financial statements as presented. The motion passed 2-0.

**OPERATIONS:**

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

- The Pinecrest well pumped 770,590 gallons in 359.75 hours at 35.8 gallons/minute. Well #3 used 32,100 for backwash. Average daily system volume was 24,858 gallons in 11.57 hours. Average daily usage per each of the 141 connected meters was 176 gallons.
- Tests for coliform, iron, and manganese were all satisfactory.
- Repaired a leak at Sea Shell Court
- Crocket Lake Water District meter upgrade starts this week. LBWD will follow and should start within a month.
- Andy indicated that the new meters will be scanned weekly to detect leaks.

**UNFINISHED BUSINESS:**

- Firehouse painting/repairs and quote on questionable tree at rear of building are on hold due to lack of bids. Commissioner Clemens will contact Don Wills regarding firehouse painting and repairs. Mr. Wills previously provided a quote to LBWD.
- There were 3 rentals of the Firehouse in July.

**NEW BUSINESS:**

- Motion to appoint Don Pinter to position of Ledgewood Beach Water District Commissioner #2 passed 2-0 (Callahan, Clemens).
- Motion to appoint Don Pinter Secretary, Ledgewood Beach Water District passed 2-0 (Callahan, Clemens).
- Andy Campbell, WWS, was asked to present a proposal for replacing the main water line at Seashell Court at the next meeting.

**CLOSING PUBLIC COMMENTS:**

- The issue of a backup power generator for the pump house was discussed including a rough estimate \$20,000 - \$50,000 for generator, propane tank, catchment system and foundation pad.
- General Emergency Preparedness was discussed.

**ADJOURNMENT:**

Commissioner Callahan adjourned the meeting at 2:50 PM.

Respectfully Submitted,  
 Steve Clemens  
 Acting Secretary

**Ledgewood Beach Water District - Financial Statement 2024**

<b>OPERATIONS &amp; MAINTENANCE - #711</b>	<b>August Report</b>	<b>Annual Budget</b>	<b>Budget Target to Achieve</b>
<b>Cash Balance</b>	41,021.78	41,021.78	0.00
Receipts - Base Rate	42,459.51	68,000.00	25,540.49
Receipts - Sale of Water	6,225.31	11,000.00	4,774.69
Receipts - Other	0.00	0.00	0.00
Receipts - Transfer Fees Escrow	50.00	50.00	0.00
Receipts - Rental (Firehouse)	97.00	0.00	(97.00)
Late Fees Collected	315.00	315.00	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
<b>Expenses</b>			
Operation & Maintenance (Vouchers)	(33,721.77)	(51,073.72)	(17,351.95)
NSF Withdrawn from Island County	0.00	(150.00)	(150.00)
Transfer <b>To</b> Capital Improvements Fund #765	(36,000.00)	18,325.28	54,325.28
Other	0.00	0.00	0.00
<b>Ending Balance Operations &amp; Maintenance fund</b>	<b>\$ 20,446.83</b>	<b>\$ 87,488.34</b>	<b>\$ 67,041.51</b>
<b>CAPITAL IMPROVEMENT FUND - #765</b>			
<b>Cash Balance</b>	443,921.17	463,921.17	20,000.00
Receipts Hook-ups	11,000.00	0.00	(11,000.00)
Receipt Tax on Hook-up	0.00	0.00	0.00
<b>Cash Balance Emergency Reserves</b>	20,000.00	20,000.00	0.00
Interest Earned on Investments	5,618.10	7,000.00	1,381.90
Transfer In <b>From</b> Operation & Maintenance Fund #711	36,000.00	32,000.00	(4,000.00)
Less Capital Improvement Expenses	(34,775.16)	(43,000.00)	(8,224.84)
<b>Ending Balance Capital Improvement Fund</b>	<b>481,764.11</b>	<b>479,921.17</b>	<b>\$ (1,842.94)</b>
<b>TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)</b>	<b>502,210.94</b>	<b>567,409.51</b>	<b>65,198.57</b>
<b>Invested Funds</b>	<b>(465,000.00)</b>		
<b>Total Available Cash</b>	<b>37,210.94</b>		