

LEDGEWOOD BEACH WATER DISTRICT
Meeting Minutes
September 25, 2024

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

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

Public Comments: "Good water district."

Minutes:

MOTION: To approve the August 13 minutes (Pinter/Clemens). Approved 3 - 0

Financials:

Commissioners reviewed the following vouchers for payment

Date	Voucher#	Payee	Amount
9/20/24	OM 9-1	Pinter	\$ 148.68
9/20/24	OM 9-2	Clemens	\$ 148.68
9/20/24	OM 9-3	Callahan	\$ 148.63
9/20/24	OM 9-4	Whidbey Water Services	\$1,315.67
9/20/24	OM 9-5	PSE	\$ 410.20
9/20/24	OM 9-6	Whidbey Telecom	\$ 59.85

Discussions followed regarding the exceptionally high figure for the PSE bill. The bill represents four separate bills, one for the Firehouse, one for the pumphouse on Pinecrest, one for the Fircrest pump and the other for the Cox Road property. It's the pumphouse bill that's in question. Commissioner Pinter has agreed to contact Terry as to the recent increase.

Transfer of \$15,000 from Operating Fund over to Capital. Interest over \$1,000 for the last two months.

MOTION: To approve Financials (Pinter/Clemens) with the understanding that the PSE amount will be researched. Approved: 3 -0

Operations: (August 2024) by Peter Moore, WWS

- The Pinecrest well pumped 1.164K gallons in 542 hours
- Average daily system volume was 37,550 gallons
- Average daily use per each of the 141 connected meters was 266 gallons
- Cleaned injector line for the Chlorine pump
- Delivered valve risers to the County for road repaving

Commissioner Callahan questioned the higher-than-normal water usage and the leakage on Sea Shell Court that had previously been repaired, and a new leak that has since been discovered. Peter mentioned that Andy has been talking to Whidbey Fiber about the possibility of working together with them to replace the line while they're laying their fiber-optic cable. Commissioner Callahan requested

that Andy draw up a proposal for the next meeting to replace the Seashell Court water line. Commissioner Pinter also brought up the concern that any additional water on the bluff increases the likelihood of another slide.

Commissioner Callahan inquired as to the status of the new water meters. She stated she had talked to Andy, and he indicated it made sense to go from north to south, so they'd be doing Admirals Cove after Crocket Lake and then Ledgewood. Andy figured they'd have LBWD's meter project started by our next meeting.

Rentals: August

Commissioner Clemens brought up the question about a club wanting to make reservations and then not needing to use the Firehouse. Would they be able to cancel the reservation and receive a refund? Commissioner Callahan indicated the current program allows them to receive credit for a future time which eliminates the problem of handling the money.

The issue about keys to the Firehouse was brought up. Due to scheduled vacation and personal obligations last month, all three Commissioners were unavailable to open and close the Firehouse for a meeting. Commissioner Pinter wasn't aware of the policy of not giving the firehouse key to others. Commissioner Callahan indicated there were discussions earlier this year about the key issue and a motion was passed that only commissioners have access to the firehouse code and keys.

Old Business:

- Meters: Commissioner Pinter brought up a proposal that was considered in the past of installing additional meters at the head of some streets that could be used indicate possible leaks early by comparing the amount going into the street to the amounts recorded by the individual meters. Peter said the cost of the meters would vary depending on the size needed.
- Emergency Preparedness: Commissioner Callahan proposed a joint planning session with WWS to go over what we need to do in case of an emergency. Peter mentioned some pumphouses have emergency shut offs and other things that can be done to minimize problematic events.
- Hazardous Chemical Warnings: Commissioner Callahan asked Peter about warning signs on the pumphouse warning emergency personnel of the chemicals inside. Peter indicated he had them and would be installing them after the meeting.

Commissioner Callahan handed out the 2024 rate sheet from WWS. She stated that they are needed to be able to compare the prices we're paying to other water service providers.

Fire House Projects:

- Painting - Commissioner Callahan had heard that the individual who was considering painting the building was out sick. She said she would contact MC who was the go between to determine the status.

- Mailbox Relocation – Commissioner Callahan indicated that at the last meeting a public comment was made questioning the need for moving the mailbox. At this point, no motion has been made because the mailbox relocation proposal is still under consideration. At issue is the use of 1903 Pinecrest by Ledgewood Beach Community Club. Recently a package was delivered for the Water District that was left at a house near the mailbox on 325 Alderwood. The UPS carrier was unable to deliver the package because the address was not associated with a physical location.
- Firehouse Tree – Commissioner Callahan stated she had talked to the owner of All Purpose Tree Service who indicated the tree straddling the property line between the Firehouse property and our neighbor’s needs to come down. He stated the cost would be around \$900 to cut it down and leave the wood there.

New Business: None

Public Comments:

A suggestion was made that we provide WWS service with a contact list for them to call in case of an emergency or their need for something in the Firehouse. Currently, WWS has all of the Commissioner’s phone, text and email numbers. Also, commissioners should notify the other Board members, as well as WWS, if they plan to be off-island, or otherwise unavailable, for an extended period of time.

There being no other business, Commissioner Callahan adjourned the meeting at 2:48pm

Respectfully Submitted – Commissioner Pinter

Ledgewood Beach Water District - Net Asset Statement 2024			
September Report			
Operation & Maintenance Fund	Operation & Maintenance Fund	Capital Improvement Fund #765	Capital Improvement Fund
Operation & Maintenance - Fund #711	March Meeting		
Beginning Cash Balance	\$ 41,021.78	Beginning Cash Balance	\$ 443,921.17
Accounts Receivable		Accounts Receivable	
Income - Base Rate Customer Charges	\$ 49,222.04	Income from New Water Hook-ups	\$ 11,000.00
Income - Metered Water Customer Charges	\$ 6,225.31	Income Tax for New Water Hook-ups	\$ -
Income - Late Fee	\$ 315.00	Income Interest Earned	\$ 5,618.10
Income - Title Research Fees	\$ 50.00	Transfer in from Operation & Maintenance	\$ 51,000.00
Income - Rental (Firehouse)	\$ 97.00	Emergency Reserves	20,000.00
Income - Other	\$ -		\$ -
NSF Check Withdrawn	\$ -		\$ -
NSF Check Redposit	\$ -		\$ -
NSF Fee Charged	\$ -		\$ -
Income Balance - Operation & Maintenance	\$ 96,931.13	Income Balance - Capital Improvement	\$ 531,539.27
Expenses		Expenses	
Expenses Operation & Maintenance	\$ (35,953.53)	Expenses Capital Improvement	\$ (34,775.16)
NSF Fees Withdrawn (Island County)	\$ -	Fees Withdrawn (Island County)	\$ -
Transferred to Emergency Reserves Fund #765	\$ -	Reimbursement to customer for Hook Up Paid	\$ -
Transferred to Capital Improvements (Fund #765)	\$ (51,000.00)	Other	\$ -
Other	\$ -		\$ -
Total Expenses/Txfrs - Operation & Maintenance	\$ (86,953.53)	Total Expenses - Capital Improvement	\$ (34,775.16)
Total Ending Balance - Operation & Maintenance	\$ 9,977.60	Total Ending Balance - Capital Improvement	\$ 496,764.11
Net Gain/Loss - Operation & Maintenance		Net Gain/Loss - Capital Improvements	
Income	\$ 55,812.35	Income	\$ 11,000.00
Expenses	\$ (35,953.53)	Expenses for Capital Improvements	\$ (34,775.16)
Transfers to other Funds	\$ -	Transfers to other Funds	\$ -
Net Gain - Operation & Maintenance Fund	\$ 19,858.82	Net Gain - Capital Improvement Fund	\$ (23,775.16)

Gain & Loss All Funds - 2024	
Gain & Loss - Operation & Maintenance Fund	\$ 19,858.82
Gain & Loss - Capital Improvement Fund	\$ (23,775.16)
Net Gain Total (All Funds)	\$ (3,916.34)

Total Cash Assets Balance	\$ 506,741.71
Total Liabilities (loan) ending	\$ -
Cash Assets less Liabilities	\$ 506,741.71

Total Cash Assets to date:	\$ 506,741.71
Land: S7355-00-06011-0 ID: 302559	\$ 61,358.00
Land: S7355-00-02025-1 ID: 301523	\$ 589.00
Land: S7355-00-02025-2 ID: 483382	\$ 450.00
Land: S7355-03-10017-0 ID: 303576	\$ 62,561.00
Depreciation 2024:	\$ 946,092.13
Total Net Worth to date:	\$ 1,577,791.84