

LEDGEWOOD BEACH WATER DISTRICT

Meeting Minutes

October 8, 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: A question was raised whether there had been any changes made to the policies regarding the rental of the Firehouse. Commissioner Callahan stated that they did not.

Minutes:

MOTION: To approve September 25th minutes (Clemens/Pinter). Approved 3 - 0

Financials:

Commissioners reviewed the following vouchers for payment

<u>Date</u>	<u>Voucher#</u>	<u>Payee</u>	<u>Amount</u>
9/20/24	OM 9-1	Don Pinter	\$ 148.68
9/20/24	OM 9-2	Steve Clemens	\$ 148.68
9/20/24	OM 9-3	Diane Callahan	\$ 148.68
9/20/24	OM 9-4	Whidbey Water Services	\$2,615.91
9/20/24	OM 9-5	PSE	\$ 526.28
9/20/24	OM 9-6	Whidbey Telecom (2 mos.)	\$ 119.70

Peter Moore stated that their charges included a fee for moving a meter box for the installation of the optic fiber being put in by Whidbey-Tel. Callahan inquired as to who pays WWS for their costs of marking the waterlines. She indicated she would check with Andy Campbell. The Commissioners agreed to approve the vouchers and go after WWS if warranted.

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

MOTION: To approve Financials as presented (Pinter/Clemens) Approved 3-0

Operations: (September 2024) by Peter Moore, WWS

- The Pinecrest well pumped 445,658 gallons in 207.5 hours
- Average daily system volume was 14,855 gallons
- Average daily use per each of the 141 connections was 105 gallons
- Estimated flushing filters 2,000 gallons
- Mineral testing all okay
- All meters were read
- One meter relocation done
- Cleaned one injector and replaced the chlorine injector
- Repaired one leak at Pinecrest and Alderwood with Madsen

Peter Moore pointed out that the water usage had returned to normal from last month's high. Commissioner Callahan asked him for an update on our meters installations. Moore stated that

the meters were in the shop and that we were next on the list. He did not have an exact date however.

Rentals: Commissioner Clemens stated that there were two rentals in September for a total of 97 for the year. He mentioned an individual asked him for a refund for an event he was unaware of. He later found a check and request in our mailbox.

Old Business:

- Sea Shell Court line replacement: Commissioner Callahan inquired of Mr. Moore as to where they were on getting an estimate on the cost to place the water line down Sea Shell Court. She said she would like a figure to put into the upcoming budget for 2025. He stated he would check with the office.
- Emergency Preparedness: Commissioner Pinter indicated that in years past the Commissioners and WWS walked through the community to get an understanding of where the shutoff valves were and what lines they shutoff. They also did a tour of the pumphouses to understand how to shut off the pumps during a major line breakage. At that time there was an issue regarding keys to the main pumphouse as well as the reservoir. That issue remains. Mr. Moore indicated he could do the tour and would check on the key issue. Commissioner Callahan stated she would like to make the tour a priority.
- Other Projects:
 - Commissioner Clemens stated he would follow-up with the painter as to the possibility of painting the inside of the Firehouse this winter.
 - LBCC will vote on the relocation of their mailbox at their meeting tomorrow. Paul Dwight brought in our old PO Box we once had located on the street.
 - 2025 Budget - Commissioner Callahan presented a draft plan to date for the 2025 Budget. She went over the figures through September and her estimates for the rest of the year. We will delve more into the budget in our following meetings, finalizing it in December.

New Business: None

Public Comments:

There being no other business, Commissioner Callahan adjourned the meeting at 3:26 pm

Respectfully Submitted – Don Pinter

Ledgewood Beach Water District - Financial Statement 2024

	October meeting Report	Annual Budget	Budget Target to Achieve
OPERATIONS & MAINTENANCE - #711			
Cash Balance	41,021.78	41,021.78	0.00
Receipts - Base Rate	49,762.37	68,000.00	18,237.63
Receipts - Sale of Water	6,225.31	11,000.00	4,774.69
Receipts - Other	0.00	0.00	0.00
Receipts - Other	100.00	100.00	0.00
Receipts - Transfer Fees Escrow	97.00	0.00	(97.00)
Receipts - Rental (Firehouse)	315.00	315.00	0.00
Late Fees Collected	0.00	0.00	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)	(39,662.46)	(51,073.72)	(11,411.26)
NSF Withdrawn from Island County	0.00	(150.00)	(150.00)
Transfer To Capital Improvements Fund #765	(51,000.00)	18,325.28	69,325.28
Other	0.00	0.00	0.00
Ending Balance Operations & Maintenance fund	\$ 6,859.00	\$ 87,538.34	\$ 80,679.34
CAPITAL IMPROVEMENT FUND - #765			
Cash Balance	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
Cash Balance Emergency Reserves	20,000.00	20,000.00	0.00
Interest Earned on Investments	7,563.17	7,000.00	(563.17)
Transfer In From Operation & Maintenance Fund #711	51,000.00	32,000.00	(19,000.00)
Less Capital Improvement Expenses	(34,775.16)	(43,000.00)	(8,224.84)
Ending Balance Capital Improvement Fund	498,709.18	479,921.17	\$ (18,788.01)
TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)	505,568.18	567,459.51	61,891.33
Invested Funds	(463,500.00)		
Total Available Cash	42,068.18		
Annual Interest Earned from Investments (Year to Date)	\$ 7,563.17	JANUARY THRU AUGUST	