

**LEDGEWOOD BEACH WATER DISTRICT**  
**Meeting Minutes**  
**October 14, 2025**

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

PRESENT: Commissioners Don Pinter and Steve Clemens; and Andy Campbell from WWS

ABSENT: Commissioner Diane Callahan

**Public Comments:**

There were no public comments.

**Minutes:**

**MOTION:** To approve the October 14th minutes (Clemens/Pinter). Approved 2 – 0

**Financials:**

Commissioners reviewed the following vouchers for payment

<u>Date</u>	<u>Voucher#</u>	<u>Payee</u>	<u>Amount</u>
10/14/25	OM 10-1	Don Pinter	\$ 148.68
10/14/25	OM 10-2	Steve Clemens	\$ 148.68
10/14/25	OM 10-3	Diane Callahan	\$ 148.68
10/14/25	OM 10-4	Whidbey Water Services	\$1,299.21
10/14/25	OM 10-5	Puget Sound Energy	\$ 427.73
10/14/25	OM 10-6	Camarene Landscaping	\$ 522.24
10/14/25	OM 10-7	Whidbey Telecom	\$ 59.85

Commissioner Pinter discussed the Camarene billing figuring a \$50 charge for each cutting at the Pinecrest, Ridgecrest and Cox locations plus occasionally some additional charge for trimming, etc.. Commissioner Clemens agreed that the charge was fair based on local residential charges. They weren't sure however if there is a contract for their service. They will discuss it at the next meeting when Commissioner Callahan is present.

**MOTION:** To approve the Vouchers (Clemens/Pinter) 2-0

Commissioner Callahan in her agenda questioned the status of the Capital and Emergency fund balances and their stated purposes. Commissioners Pinter and Clemens did not know if there were any written restrictions to the Emergency Fund's monies or changes to the purpose of the Capital Fund monies. It was agreed to wait until Commissioner Callahan was present to go into greater detail.

**MOTION:** To accept the Financials. (Clemens/Pinter) 2-0

**Operations:** (September 2025) by Andy Campbell, WWS

- The Pinecrest well pumped 537,662 gallons in 250.30 hours
- Average daily system volume was 17,922 gallons
- Average daily use per 144 connects was 125.5 gallons
- Back wash was 22,300 gallons
- Estimated use for maintenance and flushing, 2,000 gallons

- All water tested good
- The Pinecrest well site and the Cox reservoir were inspected by the County.

The Commissioners had received a copy of the County's report which had several tasks that needed to be preformed in order to past inspection. They required inspection of the overflow and the lid on the reservoir tank and some minor touchups in the pumphouse. There was a question as to who had then key to the lid and who was going to climb up and inspect it.

Commissioner Callahan inquired in her agenda the status of the service at 1890 Cedarcrest to turn the meter so it could be read when opened. Mr. Campbell indicated he would look into it.

Commissioner Clemens inquired into a leak on Fircrest close to Seaward. Mr. Campbell stated it had been fixed but had not received the bill yet.

Commissioner Pinter inquired as to any results on the PFAS tests. Mr. Campbell stated he had not received the results of the tests.

**Rentals:** Commissioner Clemens stated he had received \$26 in August and \$0 for September.

**Old Business:**

- Status of our contracts for major projects – Mr. Campbell indicated he had talked with the contractor and the contractor requested WWS's short list and they would get on it ASAP.
- Emergency Response Project – Commissioner Clemens inquired as to the status of the emergency water hose at the pumphouse. Mr. Campbell indicated he will check the pumphouse to see what is the best way to hook one up.
- Commissioner Pinter inquired as to what is needed in order to meet the County's list of things needing to be done in the pumphouse. Mr. Campbell felt all that was needed was a thorough cleaning of the well head. To prevent additional corrosion, Mr. Campbell suggested moving the Chlorine drum from inside the pumphouse to an enclosed shed outside the building.
- The conversation then went to the County's suggestion about purchasing an emergency generator. Mr. Campbell stated they had just put one in at Lagoon Point for \$115,000. Mr. Campbell indicated he would check with the contractor that put in the generator at Lagoon Point to get a bid for our system. He stated he had already brought out an electrical contractor to bid on the cost for a hookup but had not received the bid yet.
- Email request on statement – Mr. Campbell indicated Terri had been informed about adding an email request to our statement.
- Pumphouse Key – Mr. Campbell will look for a spare key as all his are with other employees.
- Central Whidbey Island Fire letter – Mr. Campbell stated he had an attorney draft up an interlocal agreement to be signed by all districts outlining the terms for using and testing the fire hydrants. He stated he will be attending their next meeting.

Mr. Campbell went through the problems they have experienced with the Fire District when flow testing the hydrants and the advantages WWS can add if notified and done together such as flushing at the same time.

- Website – Commissioner Clemens stated that his wife Gwen has taken over the management of the website and believed everything was running smoothly.
- Re-key estimates – Commissioners Pinter and Clemens were both of the opinion that the risk of vandalism didn't support the cost of the re-keying.
- System Tour – Postponed until all commissioners are present.

**New Business:**

- Due July 1, 2025 - 2024 Consumer Confidence Report Office of Drinking Water (ODW), compliance violation
- Due October 1, 2025 – ODW Certification of Distribution filing

**Public Comments:**

There were no public comments.

**Commissioner Comments:**

No comments

There being none, Commissioner Pinter closed the meeting at 2:46

Respectfully Submitted – Don Pinter

## Ledgewood Beach Water District - Financial Statement 2025

	October meeting Report	Annual Budget	Budget Target to Achieve
<b>OPERATIONS &amp; MAINTENANCE - #711</b>			
Beginning Cash Balance	14,114.79	14,114.79	0.00
Receipts - Base Rate	51,872.75	70,000.00	18,127.25
Receipts - Sale of Water	8,020.06	11,500.00	3,479.94
Receipts - Other	0.00	0.00	0.00
Receipts - Transfer Fees Escrow	100.00	100.00	0.00
Receipts - Rental (Firehouse)	40.00	0.00	(40.00)
Late Fees Collected	305.00	305.00	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)	(51,143.39)	(50,898.89)	244.50
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
<b>Ending Balance Operations &amp; Maintenance fund</b>	<b>\$ 23,309.21</b>	<b>\$ 76,470.90</b>	<b>\$ 53,161.69</b>
<b>CAPITAL IMPROVEMENT FUND - #765</b>			
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	7,870.07	10,000.00	2,129.93
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	(442,477.57)	(25,000.00)	
<b>Ending Balance Capital Improvement Fund</b>	<b>72,000.00</b>	<b>425,861.13</b>	<b>(38,616.44)</b>
<b>EMERGENCY RESERVE FUND - #773</b>			
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	442,477.57	25,000.00	(417,477.57)
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
<b>Ending Balance Emergency Reserve Fund</b>	<b>442,477.57</b>	<b>25,050.00</b>	<b>\$ (417,427.57)</b>
<b>TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)</b>	<b>537,786.78</b>	<b>502,332.03</b>	<b>14,545.25</b>
Invested Funds	<b>(463,020.00)</b>		
Total Available Cash	<b>74,766.78</b>		
Annual Interest Earned from Investments (Year to Date)	\$ 7,870.07		