

LEDGEWOOD BEACH WATER DISTRICT

Meeting Minutes

November 12, 2024

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

PRESENT: Commissioners Callahan and Pinter; Andy Campbell and Peter Moore from WWS and four community members.

ABSCENT: Commissioner Clemens

Public Comments: A member asked who was at the table. Commissioners Callahan and Pinter introduced themselves as did Andy Campbell. She expressed her concern about the break in the waterline by the contractors working for WhidbeyTel and were they qualified to fix it? Mr. Campbell stated he supplied them with the parts and supervised the repair. She felt she and others should have been advised about the project beforehand rather than having to ask the workers.

Minutes:

MOTION: To approve October 8th minutes (Callahan/Pinter). Approved 2 - 0

Financials:

Commissioners reviewed the following vouchers for payment

<u>Date</u>	<u>Voucher#</u>	<u>Payee</u>	<u>Amount</u>
11/12/24	OM 11-1	Don Pinter	\$ 148.68
11/12/24	OM 11-2	Steve Clemens	\$ 297.37
11/12/24	OM 11-3	Diane Callahan	\$ 297.37
11/12/24	OM 11-4	Whidbey Water Services	\$4,609.96
11/12/24	OM 11-5	PSE	\$ 252.93
11/12/24	OM 11-6	Camarene Landscaping	\$ 816.00
11/12/24	OM 11-7	Whidbey Telecom	\$ 59.85
11/12/24	OM 11-8	USA BlueBook	\$1,168.51

Comments: Commissioner Pinter brought up the high figure for Camarene Landscaping. The reason was that the figure included several invoices. Commissioner Callahan mentioned that the high figure for WWS was partially the \$2,700 cost for work involving WhidbeyNet. Callahan will attempt to see what, if any, can be recouped. Campbell felt the problem was due in part to the placement of the old lines related to the maps. Callahan inquired about the purchase of the chlorine pump. Campbell stated that due to the nature of chlorine, pumps wear out and need to be replaced periodically.

MOTION: To approve Vouchers (Pinter/Callahan) Approved 2-0

Pinter questioned the hookups going from 142 to 144 with only one hookup fee being recorded. The exact number will be investigated. The discussion went to ADU's, Accessory Dwelling Units, and how they would impact the number of hookups and water rights. A copy of Freeland's policy can be found on their website Freelandwaterandsewerdistrict.com

MOTION: To approve Financials as presented (Callahan/Pinter) Approved 2-0

Operations: (October 2024) by Andy Campbell, WWS

- The Pinecrest well pumped 389,409 gallons in 181.3 hours
- Average daily system volume was 12,562 gallons
- Average daily use per each of the 141 connections was 89 gallons
- Estimated flushing filters 2,000 gallons
- Mineral testing all okay
- Ten meter locations were done for Whidbey Telecom • Repaired leaks at 1886 Sea Shell Ct. and 1822 Fircrest
- Purchased and installed a new Chlorine pump.

Callahan inquired when the new meters would be installed. Campbell stated we are next in line after they finish Admirals Cove's 550 homes. He had no firm date. WWS can install up to 4 meters/hour.

Rentals: Commissioner Clemens will catch us up next month

Old Business: • Budget: Callahan provided a budget updated with last month's figures. The biggest change was in the Capital Expenditures for the future replacement of the water main down Sea Shell Ct, estimated at \$45,120, replacement and repair of a portion of the Fircrest line for \$14,160 and replacement and repair of a portion of Cedarcrest's line for \$9,720. Pinter asked Campbell if the bids were broken down as to the type and quantity of the materials. Campbell indicated they were. The last three services down Sea Shell Ct. will be relocated up on the road with the last two outside the fenced gate.

- Other: A question came up regarding the placement of meter boxes, whether they needed to be on the property of the residence. Campbell indicated they did not as they were most likely on the county's right-of-way.

Another question regarding filtration and chlorination of the water. Campbell stated that now all the water is filtered and chlorinated across the street at the well house. He stated that our system does not take out calcium, one needs to put in a home softening system to remove calcium. Campbell went on to explain that our water system could not put in a system to remove calcium in that we are unable to dispose of the discharge without a sewer system.

Commissioner Callahan brought up the proposal made last meeting about the commissioners doing a walkthrough with WWS to educate them regarding locations of the valves and what lines they open and close in case of a break in a main. Campbell discussed issues that could arise by improper closing of various valves. Commissioner Callahan stated she would put it on a list of things to do in the new year.

Commissioner Callahan and Mr. Campbell discussed the importance of everyone having an emergency plan in case of a major disaster happening including emergency supplies as well as relocation plans and options.

Commissioner Callahan mentioned the need for a motion to fund the repairs on Fircrest and Cedarcrest and the replacement of the waterline on Sea Shell Ct.. Commissioner Pinter inquired whether the bids included taxes and any other expenses. Campbell stated they were estimates but should be close to the total costs of the projects.

MOTION: Commissioner Callahan made a motion to approve \$70,000 in funding for the repairs on Fircrest and Cedarcrest and the installation of a new water line down Sea Shell Ct. as presented. (Callahan/Pinter)
Approved 2-0

Commissioner Callahan stated that the planned repairs for the outside and inside of the Firehouse would be put on hold until next year due to the illness of the planned contractor.

Commissioner Callahan discussed the moving of our mailbox from Alderwood Ave. to the front of the Firehouse. Although one would think it would be a simple task, it is quite involved.

MOTION: To proceed with the process of moving the mailbox to 1903 Pinecrest. (Callahan/Pinter)
Approved 2-0

New Business: None

Public Comments:

There being no other business, Commissioner Callahan adjourned the meeting at 305 pm

Respectfully submitted – Don Pinter

Ledgewood Beach Water District - Financial Statement 2024

	November Meeting		Budget Target to
OPERATIONS & MAINTENANCE - #711	Report	Annual Budget	Achieve
Cash Balance	41,021.78	41,021.78	0.00
Receipts - Base Rate	60,058.49	68,000.00	7,941.51
Receipts - Sale of Water	11,377.24	11,000.00	(377.24)
Receipts - Other	0.00	0.00	0.00
Receipts - Transfer Fees Escrow	150.00	150.00	0.00
Receipts - Rental (Firehouse)	97.00	0.00	(97.00)
Late Fees Collected	465.00	465.00	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)	(47,015.75)	(51,323.72)	(4,307.97)
NSF Withdrawn from Island County	0.00	(150.00)	(150.00)
Transfer To Capital Improvements Fund #765	(36,000.00)	18,325.28	54,325.28
Other	0.00	0.00	0.00
Ending Balance Operations & Maintenance fund	\$ 30,153.76	\$ 87,488.34	\$ 57,334.58
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	8,512.36	7,000.00	(1,512.36)
Transfer In From 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)
Ending Balance Capital Improvement Fund	484,658.37	479,921.17	\$ (4,737.20)
TOTAL OF ALL ACCOUNTS (Fund 711 and Fund #765)	514,812.13	567,409.51	52,597.38
Invested Funds	(463,500.00)		
Total Available Cash	51,312.13		
Annual Interest Earned from investments (Year to Date)	\$ 8,512.36	JANUARY THRU SEPTEMBER	