

LEDGEWOOD BEACH WATER DISTRICT

Meeting Minutes September 9, 2025

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

PRESENT: Commissioners Diane Callahan and Don Pinter; Andy Campbell from WWS and one community member.

ABSENT: Commissioner Steve Clemens

Public Comments:

There were no public comments.

Minutes:

MOTION: To approve the August 12th minutes (Pinter/Callahan). Approved 2 – 0

Financials:

Commissioners reviewed the following vouchers for payment

<u>Date</u>	<u>Voucher#</u>	<u>Payee</u>	<u>Amount</u>
9/09/25	OM 9-1	Don Pinter	\$ 148.68
9/09/25	OM 9-2	Steve Clemens	\$ 148.68
9/09/25	OM 9-3	Diane Callahan	\$ 148.68
9/09/25	OM 9-4	Whidbey Water Services	\$2,850.56
9/09/25	OM 9-5	Puget Sound Energy	\$ 532.30
9/09/25	OM 9-6	Camarene Landscaping	\$ 587.52
9/09/25	OM 9-7	Whidbey Telecom	\$ 59.85

Commissioner Callahan had a question regarding WWS's work done on Cedarcrest. Commissioner Pinter said the owner called regarding her new billing that was significantly over her normal usage. He then examined the new meter and determined it wasn't due to anything in her lines and notified WWS. WWS determined it was the meter, replaced it, and adjusted her billing. Mr. Campbell stated that out of the two thousand plus meters that they bought, only two have proven defective. Mr. Campbell stated that WWS was completing all installations and would then concentrate on looking for any problem meters.

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

Commissioner Callahan explained the transfer of funds from the Capital Funds investment account to the Emergency Fund investment account and then to the Emergency Service investment fund. She also asked Mr. Campbell if Terri had a chance to correct the fund account numbers on the original transfer. Mr. Campbell stated he believed so.

Commissioner Pinter inquired as to why all the appropriate funds didn't transfer, only those above one thousand. It was determined that any funds under one thousand dollars remains in the Emergency Reserve Account.

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

Operations: (August 2025) by Andy Campbell, WWS

- The Pinecrest well pumped 851,748 gallons in 396.53 hours
- Average daily system volume was 27,476 gallons
- Average daily use per 144 connects was 195 gallons
- Back wash was 30,300 gallons
- Estimated use for maintenance and flushing, 2,000 gallons
- All water tested good
- Investigated low flow problem on Ridgecrest.
- Repaired leak in middle of Fircrest which will need further repair.

Rentals: Rentals deferred till next month

Old Business:

- Emergency Water Supply Kit – Mr. Campbell said he was working on it and a list of other things water districts could do in emergency situations.
- Emergency Response Project – Commissioner Callahan talked to Mr. Campbell about getting GMRS hand-held radios for emergency communications
- Progress on LBWD projects – Mr. Campbell stated Madsen would move us up their list.
- Email request on statements for emergencies – Will check with Terri.
- Generator cost estimates – WWS did one for Lagoon Point Water District \$130,000. JBC Electric, he will ask them to come out to give us a bid.
- Facility Tour - Postponed
- Pumphouse Key – Mr. Campbell working on it.

New Business:

- Request from Central Whidbey Fire & Rescue to inspect and test our hydrants. Commissioner Callahan invited them to come to this meeting but they were unable to. WWS has drafted Resolution 109 to allow outside businesses to inspect our systems. Mr. Campbell mentioned an incident in which a fire department checking hydrants caused damage and claimed no responsibility.

(Copies of the Resolution being used throughout WWS)

MOTION: To approve Resolution 109 (Pinter/Callahan) 2-0 Approved

- Letter to Deputy Chief James Meek – Withdrawn
- LBWD Assets – Commissioner Pinter inquired as to the use of the Fire House as the staging facility for emergencies. In particular, using the back room to store emergency supplies and working with other Ledgewood Beach emergency organizations and the community in general to obtain the supplies to meet future needs. Also, what we can contribute to that end.
Mr. Campbell felt that the LBWD could purchase emergency supplies, i.e. First Aid Kits and supplies for their facilities. He also said one district could loan another their supplies if the other was in need. Mr. Campbell feels we should continue to work on our Emergency Plan and include this and other issues as they arise.
- Update the LBWD website – To include keeping Meeting Agendas
It was agreed that we'd keep agendas starting from the beginning of 2025.

Change reference on website showing rates to a link to our current rate schedule.

A general conversation followed regarding the cost of water production vs the base rate.

Discussion followed regarding the use of the lockbox for receipt of quarterly payments. It was decided to encourage customers to mail in their payments rather than use the lockbox.

- Commissioner Callahan brought up the posting of the budget on the website along with our existing reports.
- Commissioner Callahan brought up her concern regarding Firehouse security as she noticed the lights on in the building with no known usage. She was concerned that there may have been illegal entry and questioned whether we should re-key the locks. It was decided to hold off on doing so and see if there was any future issues.

Public Comments: The guest congratulated Commissioner Pinter for taking and passing the recent CERT training. He mentioned that the city of Ashville, NC, was out of water for 1 ½ months due to a 36" line break. His asked if we can shut off the water at our reservoir and connect the system further down the line directly to the pump? Mr. Campbell discussed several different options that could be considered in that situation.

Commissioner Comments: No comments

There being no other comments, Commissioner Callahan closed the meeting at 3:16

Respectfully Submitted – Don Pinter