

LEDGEWOOD BEACH WATER DISTRICT

Monthly Minutes – March 13, 2018

The meeting was called to order at 2:00 p.m.

Commissioners present were Doug Martin, Dale Hockstra and Don Pinter. Andy Campbell represented Whidbey Water Systems.

There were no public comments.

Minutes of the February 2018 meeting were reviewed. Doug Martin moved approval. Don Pinter seconded and the motion passed 3-0.

March vouchers were reviewed. Don Pinter moved, seconded by Doug Martin to approve the vouchers listed below. Passed 3 – 0.

Whidbey Water Services	\$1873.89
Puget Sound Energy	\$221.80
Doug Martin	\$105.28
Don Pinter	\$105.28
Dale Hockstra	\$105.28

Financial Report

1. The financial statement of March 13, 2018 was reviewed. Doug Martin moved to accept the report, seconded by Dale Hockstra. Motion passed 3 – 0. *A summary of the financial statement appears at the end of these minutes. Persons wishing to see the entire financial report may request a .pdf file from the Secretary, Dale Hockstra, at dal.lbwd@gmail.com.*

Whidbey Water Services report:

1. The production amount returned to a near normal level of 389,708 gallons in February. Previous months were high due to the service line leak at 1831 Fircrest. This situation appears to be resolved.
2. Coliform, Iron and Manganese testing were all good.
3. There was no new information on the cross-connection survey from 2017.
4. The Pinecrest pumphouse pipeline project remains pending.
5. The survey of galvanized service lines project remains pending.

6. STORZ quick connect fittings for all fire hydrants have been ordered. These reduce the time required to hook hoses to hydrants in the event of fire.
7. It was agreed that a tour of the entire water system explaining all of the components will be undertaken at a future meeting when schedules and the weather permit.

Old Business:

1. The firehouse roofing project was updated. No decision has been received yet from LBPOA regarding their preferred color. The LBPOA board will meet again on March 21. The consensus of the LBWD Commissioners is that if LBPOA does not come to a recommendation on March 21 then we recommend that LBWD and LBPOA each assign one representative to negotiate the color and to abide by their decision.
2. The Bonair intertie project was reviewed. Per George Bratton (engineer) the location can be anywhere. The consensus of the Commissioners is to locate the intertie at the Cox road tank sites
3. The backup generator project for the Pinecrest well was reviewed. Beck Electric visited the site and we are awaiting their bid.
4. Don Pinter is continuing work on development of clear, current system maps for emergency use. It was noted that George Bratton may be of some assistance here.
5. The issue of the mailbox at 325 Alderwood was reviewed. Dale Hockstra has purchased a locking, large size box with appropriate mount and adhesive numbers for slightly less than \$100. There was unanimous consensus that this was fine and that the box should be installed.
6. Don Pinter is preparing thumb drives with photographs of the contents of the safe deposit box at Wells Fargo Bank. Contents were deeds and easements.
7. Commissioner items:
 - a. Dale Hockstra noted that we had received the 2018 invoice from Whidbey Island Water Systems Association for \$200. There was brief discussion of the value of the membership, leaning towards discontinuing the membership. Dale Hockstra will attempt to contact WIWSA to obtain more information.
 - b. Dale Hockstra received a public records act request from openthebooks.com for a list of all employees and their salaries. He will respond noting LBWD has no employees.
 - c. Dale Hockstra received another reminder from the US Census requesting completion of the Survey of Local Government Finances.

New Business: There was no new business.

There being no further business the meeting was adjourned at 2:50 p.m.

FINANCIAL SUMMARY MARCH 13, 2018

	YTD thru 13-Mar-18	2018 Budget	YTD as a % of Budget
Operations & Maintenance Fund #711			
Revenues	13,977.33	57,600.00	24.3%
Expenses	5,847.78	29,500.00	19.8%
Transfers OUT to Capital Fund #765	25,000.00	44,000.00	56.8%
Net Revenues, Expenses & Transfers	<u>(16,870.45)</u>	<u>(15,900.00)</u>	
Beginning Cash Balance 01/01/2018	40,916.24	40,916.24	
Ending Cash Balance	24,045.79	25,016.24	

Capital & Improvement Fund #765	
Revenues	254.75
Transfers IN from Fund #711	25,000.00
Expenses	6,018.10
Net Revenues, Expenses & Transfers	<u>19,236.65</u>
Beginning Cash Balance	220,962.53
Ending Cash Balance	240,199.18