

FREELAND WATER and SEWER DISTRICT
ISLAND COUNTY WASHINGTON
Minutes of Regular Meeting – November 19th, 2025

MEETING PLACE – 5585 Lotto - Freeland, Washington

IN ATTENDANCE

Commissioners: Eric Hansen, Lew Randall, Chad Gladhart

Staff: WWS: Andy Campbell (Certified System Operator), Terri Campbell (Finance and Administration)

1. **CALL TO ORDER** – Commissioner Gladhart called the meeting to order at 8:32 a.m.
2. **AGENDA** - With the addition of a discussion of vacant properties on East Harbor Road, Commissioner Gladhart moved approval of the agenda, Commissioner Randall seconded. *Motion approved unanimously.*
3. **APPROVAL OF MINUTES** –
Commissioner Hansen corrected two issues in the draft October meeting minutes and moved approval of the revised minutes. Commissioner Randall seconded. *Motion approved unanimously.*
4. **PROJECT REPORTS** -
 - 4.1 **Harbor Hills Antelope North Well** – Andy proposed and Commissioner Gladhart moved approval of installing utility connections between the treatment plant and the new well at the Antelope site. Commissioner Randall seconded. *Motion approved unanimously.*
 - 4.2 **Emergency Preparedness** – Andy noted that development of an Emergency/Disaster Response Plan is a work in progress.
 - 4.3 **IT and records management** – Terri reported that our IT consultant has set up the District computer in her office and the only work needed now is for the Tech to have Eric's and the District computers talk with each other.
5. **COMMISSIONERS REPORTS** – none
6. **AUDIENCE PARTICIPATION** –
Ne'cole King was in attendance to observe the Board proceedings.
7. **UNFINISHD BUSINESS** –
 - 7.1 **Vacant Property** - Terri distributed a letter requesting permission by a property owner to drill their own well on a property at the north end of the District's water main on East Harbor Road. Terri reported that she has received numerous inquiries from other parties over the year regarding development of the property. Andy reported that there are actually 12 parcels within the District service area that could benefit from an extension of the watermain on East Harbor Road. Discussion followed regarding the District's aquifer management responsibility, District

regulations, precedent established by discussions with prior interested developers in the area, and recovery of District investments made to be able to provide water to the entire service area. *Consequently, the Board reversed its decision from the October meeting that a developer extension agreement would be not required of the property owner for a single residence.*

Commissioner Hansen moved, Commissioner Randall seconded, that the conditional approval granted in the October meeting be rescinded, and that the District require a developer extension across the front footage of the parcel on East Harbor Road. Furthermore, the District denies permission for the parcel owner(s) to develop their own well. **Motion approved unanimously.**

7.2 Rental house – With the Commissioners permission, Andy can offer the rental house to the fire department for search and rescue for a limited period.

8. NEW BUSINESS – None

9. STAFF REPORTS

9.1 Operation's Report - Andy Campbell (WWS)

- A. Andy emailed his Operation & Maintenance Activity Report and water production graphs prior to the meeting.
- B. Andy offered the locate requests and lab results for Board review.
- C. All water quality testing met state standards.

10. Accountant's Report – Terri Campbell (WWS)

10.1 Account Fund Balances – Terri presented financial reports by prior email. Commissioner Randall moved, Commissioner Gladhart seconded, approval of the November financial report. **Motion passed unanimously**

10.2 Vouchers – Commissioner Hansen moved, Commissioner Randall seconded, approval of the vouchers totaling **\$63,801.05**. **Motion passed unanimously**

Operation and Maintenance Fund #702

- 1. OM-11-1 thru 11-7 in the amount of \$41,239.33.

Capital Facilities Fund #742

- 1. CI-11-1 thru 11-2 in the amount of \$22,561.72.

10. Commissioner Gladhart adjourned the meeting at 9:40 a.m.

Lewis Randall
Commissioner; FWSD P-1

Eric Hansen
Commissioner; FWSD P-2

Chad Gladhart
Commissioner; FWSD P-3

Date Approved: December 17, 2025