

## Ledgewood Beach Water District Monthly Minutes

Date: 4/3/2012

PENDING APPROVAL

Meeting called to order at: 6:59 PM at the Newell Firehouse, 1903 Pinecrest Ave.

Commissioners Present: Ralph Young and Wil Shellenberger

Official Attendees: Ron Smith

Public Attending: None

Minutes of the 3/6/2012 meeting: Shellenberger moved and Young seconded that the minutes be approved. Motion passed unanimously.

Financial Report: Shellenberger moved and Young seconded that the Financial Report be accepted as presented. Motion passed unanimously.

Delinquent Accounts: 7

System Status: Chlorine reports due in Olympia by April 10. Recent Cl2 levels are: Trace - .2 mg/L.

Old Business: Vouchers 2431-2436 totaling \$2214.25 were presented for review. (See attached list.) Young moved and Shellenberger seconded that the vouchers be approved as submitted. Motion passed unanimously.

It was agreed to meet at the Firehouse on Tue. 10 April to work on file reorganization.

Ron Smith provided an update on the electrical repairs and the repair of a leak at the Pinecrest well house, as well as H2O's review of the filtering and pumping system in the Pinecrest well house. Exploration of a telemetry control system was discussed.

Meter reading is scheduled for April 15.

Shellenberger updated on the State Audit submission. Our submission will include several exceptions to the BARS cash handling procedures because we rarely receive cash and do not have the facilities or staff to implement the BARS procedures.

### New Business:

The quarterly budget review was conducted in conjunction with reviewing proposed repairs and renovations to the Firehouse. It was concluded that the estimate of just under \$1500 cost of Firehouse repairs was within the budget. Shellenberger moved and Young seconded that \$2500 be transferred from the Operations and Maintenance Account to the Capital Account. Motion passed unanimously. Young moved and Shellenberger seconded that the proposed Firehouse repairs and renovation be authorized subject to approval and funding by the Ledgewood Beach Property Owners Assoc. of their 50% cost share.

Young moved and Shellenberger seconded that a Commissioners meeting be held at the Firehouse on Wed June 13 at 10:00 AM. Motion passed unanimously.

Participation in the Whidbey Island Water District Association (WIWDA) and the State List Webinar was discussed. WIWDA appears to offer some significant benefits and membership will be explored further. The List Webinar offers no added value and will not be pursued.

Shellenberger moved and Young seconded that Shellenberger be authorized to purchase a dehumidifier or air dryer for the Firehouse storage room to minimize moisture damage to paper records. Estimated cost about \$90. Motion passed unanimously.

Travel Schedules; (Martin April 3 – 15, April 28 – May 3, May 20 – 27, June 15 – 22, Aug 23-30 and Nov 30 – Dec 7). Shellenberger (Apr 20 – May 23, Jul 22 – 25 and Aug 19 – Sep 5). Young (May 5 – 31, Aug 10 – Sep 10). Because of overlaps in commissioners travel schedules, the May meeting is rescheduled to 4 May and the Sep meeting is rescheduled to 6 Sep. Shellenberger will contact Bill Bradkin regarding covering the Aug 23 – 30 period when all three commissioners will be traveling.

Adjourned at: 8:27 PM

PENDING APPROVAL

Wil Shellenberger, Secretary Treasurer

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Wil Shellenberger, Secretary/Treasurer

April 17, 2012

**Ledgewood Beach Water District  
Monthly Minutes**

**Date: 4/3/12**

<u>Number</u>	<u>Vendor Name</u>	<u>Voucher Amount</u>
2431	M.C. Brill	\$ 310.61
2432	Ron Smith	\$ 375.00
2433	Ledgewood Petty Cash	\$ 334.54
2434	Essential Water Servcies	\$ 22.00
2435	Edge Labs	\$ 17.00
2436	A/C Electric Construction Co.	\$ 1155.10
<b>Total</b>		<b>\$ 2214.25</b>

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Wil Shellenberger, Secretary/Treasurer

April 17, 2012