

Ledgewood Beach Water District

Monthly Minutes

Meeting date: January 12, 2016

The meeting was called to order at 2:00

Commissioners attending: Young, Gladhart and Pinter

Public attending: Terri Ann Campbell, Andy Campbell (Whidbey Water Services)

The minutes from the meeting of December 17, 2015 were presented and approved by all commissioners.

Monthly preliminary financials were presented and approved by all commissioners. Year end totals have yet to be received from the county.

Adoption of Whidbey Water Services (WWS): In accord with our contract with WWS to act as Certified Operator for LBWD, it was agreed by all commissioners that Terri Ann Campbell of WWS is authorized to prepare the district financial information, vouchers and other related documents necessary for the management of our district and to satisfy municipal reporting requirements.

Vouchers 2016,1,1 through 2016,1,8 for a total of \$1,751.58 were presented and approved by all commissioners.

Billing for water use will now be prepared by WWS, statement format was reviewed. It was moved, seconded and accepted unanimously to raise the fee to \$50 for disconnect/reconnect in response to unpaid accounts in July when the scheduled annual increase is effective. All other rates and charges will be consistent with existing billing policies.

Contact information for commissioners was prepared and signed by all commissioners and will be transmitted to Island County by Terri Campbell.

Metered water sales and total water production data for 2015 will be prepared by commissioner Gladhart and forward to Andy Campbell for preparation of state reporting requirements (WUE/CCR)

Banking: To update our current checking account it was agreed by all commissioners to request that Wells Fargo change our authorized signers from the current (Young, Shellenberger and Martin) to Ralph Young, Chad Gladhart and Don Pinter.

Safe Deposit Box: Box 81 is maintained at the Coupeville branch of Wells Fargo Bank, it was agreed by all commissioners to request that Wells Fargo change the authorized users of this account from Jan Martin, Wil Shellenberger and Bill Bradkin to Ralph Young, Chad Gladhart and Don Pinter.

Water use report: For the period October 15, 2016 through December 15, 2015 net water production was 601,307 gallons. Total metered sales were 558,789 gallons or 7.07% less than production. Unusual consumption was not noticed among our customers, although the #1 user, Connie Cavin,

was contacted. Her meter was checked, no consumption noted with all connections closed inside her home. She reported no known leaks and said the greater use may be related to the number of guests she has entertained in the past months.

Sanitary Survey: Results of our December 15, 2015 sanitary survey have been received and reviewed. It is reported that Ledgewood Beach Water District has successfully met the requirements in WAC 246-290-416. The next scheduled survey will be in 2020.

Resolution 94 (governing water connections/hookups) has been signed by all commissioners and included in the district records.

Resolution 84 will require updating, action was postponed to a future meeting.

Next meter reading will be done by WWS and has been scheduled for March 15, 2016.

The commissioners discussed goals and objectives for 2016. Included for meetings will be:
Continued transition and coordination with WWS to provide optimum service to our customers
Evaluation of an inter-tie with the Bon Air community.
Evaluation and procedure of a cross connection survey

2016 Meeting Schedule:

Second Tuesday of each month, 2:00PM, 1903 Pinecrest Avenue

January 12
February 9
March 8
April 12
May 10
June 14
July 12
August 9
September 13
October 11
November 8
December 13

Meeting adjourned at 4:30PM

Chadwick Gladhart, Secretary