



MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

HOLMES HARBOR SEWER DISTRICT March 12th, 2026

Call to Order: The Chair, Commissioner Bill Hamilton called the meeting to order at 1557.

- I. Participants present: Commissioners, Bill Hamilton, Charlene Arnold, Bill Criswell, Jon Bloom, Bob Miller and General Manager Chad Clay. Kinnon Williams of Foster Garvey was present; no other members of the public were present.
- II. Approval of the March 12th proposed agenda: Commissioner Charlene Arnold moved to approve the proposed agenda with a change to table item B under new business. That motion was seconded by Commissioner Bob Miller and passed unanimously
- III. Approval of February 12th 2026 minutes: Commissioner Bob Miller moved to approve the minutes of the August meeting. This motion was seconded by Commissioner Charlene Arnold and passed unanimously.
 - I. Total voucher approval: Commissioner Charlene Arnold moved to approve total vouchers (attached) in the amount of \$79,675.31. Motion was seconded by Commissioner Jon Bloom and passed unanimously.
 - II. Executive session

TOPIC: RCW 42.30.110 (i)	DURATION: 20 minutes
START TIME: 1600	EXTENDED: 1620 for 20 minutes
END TIME: 1638	

No action was taken out of ES
- IV. Plant operations report: ****written attached****

- V. New Business:
 - a. 2026 Budget
 - i. Commissioner Charlene Arnold moved to approve the 2026 budget as presented. This motion was seconded by Commissioner Jon Bloom and passed unanimously.

- VI. Old Business:
 - a. Commissioner Arnold leading FINAL purchase of D-2 property

- III. Financial report:
 - a. Balance/P&L/Investments
 - b. Budget

- IV. Public comment:

N/A

- V. Commissioner report:
 - a. Commissioner Jon Bloom has submitted a resignation notice to the Board.
 - i. Commissioner Hamilton recognized his resignation and thanked him for his time and service to HHSD

- VI. Next meeting: April 9th 2026, 4:00PM Holmes Harbor Sewer District Office at 1200 Antelope Drive Freeland, WA 98249 – POSTED ON WEBSITE

Conclusion: With no further business, meeting was adjourned at 1653

HHSD MONTHLY SUMMARY REPORT February 2026

System Performance:

NO violations

Inf **40,000** avg

Eff **62,000** avg

Reserve inventory – **1.27 MG** this month

Irrigation Total – **0 MG**

I am projecting ~16MG total this year for irrigation. We will have a transfer target of 2.7MG per month.

February rain totals: 1.92”

Reference:

2025 Reclaimed Water Annual report:

HHSD treated and stored 15.6 million Gallons.

HHSD transferred 17.4 million Gallons of reclaimed water to the effluent disposal area for irrigation.

2025 BioSolids Annual report:

HHSD transported 231,000 liquid gallons (16.72 Dry tons) of BioSolids for further treatment by Island County or LaConner.

Process Changes:

Business as usual

Callouts & Emergencies:

1410 Coachman Court	Update wiring, retest system, Jbox parts	Panel making chatter noise
5011 Eagle Ridge Drive	RESET Control breaker - could not duplicate breaker trip - no parts	Odor, no alarm, toilet backing up
1217 Lotus Lane	Grinder, lid extender, EQD	
1327 Selawn Blvd	Basket plugged with solids	Noise from panel operating excessively - SAN TEE missing, inlet line pointing up, tank I&I
1237 Dunlap Drive	GDR	Noise from panel, buzzing
1311 Primrose Place	GDR - rebuilt	Alarm - alarm light needs replacement
1211 Lotus Lane		System is encased in concrete - needs adapters and new lids

VOUCHERS FOR APPROVAL

MEETING OF March 12th 2026

Submittal Date	Fund Name	Fund Number	Payment For	Amount
28-Feb-26	O&M	703	Vouchers 2-1 thru 2-12, 2-17 thru 2-28 & 2-31 thru 2-35	\$37,599.31
28-Feb-26	Cap	786	Voucher 2-13	\$2,613.80
28-Feb-26	Replac	785	Vouchers 2-14 thru 2-16 & 2-29 thru 2-30	\$9,247.76
	PWTF	772	Voucher	
3-Feb-26	O&M	703	EFT IRS 941	\$7,561.50
	O&M	703	EFT L&I	
	O&M	703	EFT UI	
30-Jan-26	O&M	703	EFT DRS DefComp	\$565.26
10-Feb-26	O&M	703	EFT DRS PERS	\$2,023.69
28-Feb-26	O&M	703	EFT Payroll	\$17,967.16
	O&M	703	WaCaresFund	
24-Feb-26	O&M	703	EFT DOR B&O, PUT	\$2,096.83
	O&M	703	EFT FMLA	
			28-Feb-26	\$79,675.31

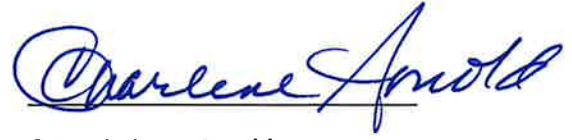
FOR APPROVAL
ATTACH TO MINUTES



APPROVED in open meeting this 9th, day of April 2026



Commissioner Hamilton, President



Commissioner Arnold



Commissioner Miller

Commissioner Bloom



Commissioner Criswell

