



MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

HOLMES HARBOR SEWER DISTRICT February 12th, 2026

Call to Order: The Chair, Commissioner Charlene Arnold called the meeting to order at 1604.

- I. Participants present: Commissioners, Charlene Arnold, Bill Criswell, Jon Bloom, Bob Miller and General Manager Chad Clay. No public were in attendance.
- II. Approval of the February 12th proposed agenda: Commissioner Bob Miller moved to approve the proposed agenda with a change to table item C under new business. That motion was seconded by Commissioner Jon bloom and passed unanimously
- III. Approval of January 8th 2026 minutes: Commissioner Bob Miller moved to approve the minutes of the August meeting. This motion was seconded by Commissioner Jon Bloom and passed unanimously.
 - I. Total voucher approval: Commissioner Bob Miller moved to approve total vouchers (attached) in the amount of \$92,823.92. Motion was seconded by Commissioner Jon Bloom and passed unanimously.
 - II. Executive session
TOPIC: N/A DURATION: 0 minutes
START TIME: N/A END TIME: N/A
- IV. Plant operations report: ****written attached****
 - a. Verbal report – experiencing folder share issues

- V. New Business:
 - a. PWTF – RES 465
 - i. Commissioner Bill Criswell moved to approve Resolution 465 and was seconded by Jon Bloom and passed unanimously.
 - 1. Resolution was signed.
 - b. 2026 Budget – tabled
 - c. Moved to April
 - d. Rental agreement – reimbursement for materials for lot improvement (D-2)- drive thru
 - i. Commissioner Bill Criswell motioned to approve up to \$2k for drive way/parking improvements. Seconded by Jon Bloom. 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. Discussion RE: RCW 19.122 new dig law. Positive responses are mandated by law for ALLClear jobs. An email will be sent to nwtic@occinc.com and that satisfies the new rule
- VI. Next meeting: March 12th 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 1709

HHSD MONTHLY SUMMARY REPORT January 2026

System Performance:

NO violations

Inf **41,000** avg

Eff **56,000** 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.

January rain totals: 1.80”

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:

Experiencing issues with the SBR2 actuator and influent valve

Callouts & Emergencies:

1374 Selawn Blvd		13-Jan	Floats (3)	
1295 Long Drive	N/A		GDR	Alarm
1396 Everette Lane		28-Jan	Pump, Contactor, Float (2)	Alarm
1262 Curtis Way		3-Feb	Grade rings, float, PVC fittings	No alarm, Broken discharge line
5016 Par Drive	REQ		Pump, 3 floats, wire connectors - 2 Shrs labor	Breaking service panel

VOUCHERS FOR APPROVAL

MEETING OF February 12th 2026

Submittal Date	Fund Name	Fund Number	Payment For	Amount
31-Jan-26	O&M	703	Vouchers 1-1 thru 1-11, 1-17 thru 1-27 & 1-29 thru 1-33	\$27,894.35
31-Jan-26	Cap	786	Voucher 1-16	\$8,835.60
31-Jan-26	Replac	785	Vouchers 1-12 thru 1-15 & 1-28	\$22,627.99
	PWTF	772	Voucher	
2-Jan-26	O&M	703	EFT IRS 941	\$7,501.22
20-Jan-26	O&M	703	EFT L&I	\$1,285.71
20-Jan-26	O&M	703	EFT UI	\$79.27
31-Dec-25	O&M	703	EFT DRS DefComp	\$538.34
12-Jan-26	O&M	703	EFT DRS PERS	\$1,968.88
31-Jan-26	O&M	703	EFT Payroll	\$19,059.99
15-Jan-26	O&M	703	WaCaresFund	\$455.63
14-Jan-26	O&M	703	EFT DOR B&O, PUT	\$2,059.94
20-Jan-26	O&M	703	EFT FMLA	\$516.90
			31-Jan-26	\$92,823.82

FOR APPROVAL
ATTACH TO MINUTES



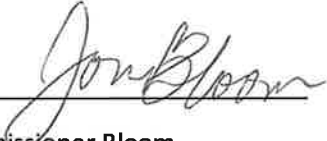
APPROVED in open meeting this 12th, day of March 2026



Commissioner Hamilton, President



Commissioner Arnold



Commissioner Bloom



Commissioner Miller



Commissioner Criswell

