



## MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

HOLMES HARBOR SEWER DISTRICT April 23<sup>rd</sup>, 2025

- I. Call to Order: Commissioner Bill Hamilton called the meeting to order at 1557.
  - a. This meeting was rescheduled for cancelling 10APR2025

Participants present: Commissioners Bill Hamilton, Charlene Arnold, Bill Criswell, Bob Miller, Carol Hanna and HHSD General Manager Chad Clay.

Public introduced – 14 members of the public were present to inquire about the Golf Course lease. 1 member interested in District O&M and 1 member was interested in District business.

- II. Approval of April proposed agenda: Commissioner Bob Miller moved to approve the proposed agenda with a correction to move directly to public comment. That motion was seconded by Commissioner Charlene Arnold and passed unanimously.
- III. Approval of March 13<sup>th</sup> 2025 minutes: Commissioner Bob Miller moved to approve the minutes of the meeting. That motion was seconded by Commissioner Charlene Arnold and passed unanimously.
- IV. Voucher approval: Commissioner Bob Miller moved to approve total Vouchers (attached) in the amount of \$66, 465.17 that motion was seconded by Commissioner Charlene Arnold and passed unanimously.

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- V. Executive session:

TOPIC:	DURATION:
START TIME:	END TIME:
N/A	

VI. Plant operations report: (Chad Clay) \*\*written attached\*\*

Verbal updates

VII. New Business:

VIII. Old Business:

- a. Carol Hanna announced her retirement, effective immediately. Her time as interim Commissioner is greatly appreciated.
- b. Jon Bloom was appointed to Commissioner for position 1

IX. Financial report

- a. Balance/P&L/Investments – written reports
- b. Budget – Presented, Tabled for review & approval in May

X. Public Comment:

- a. At 1559 Mr. Hamilton opened public comment and addressed the public present.
- b. The District has no intent of CLOSING the golf course.
- c. The dispute is directly related to the enforcement of the last lease agreement, now expired.
- d. Holmes Harbor Sewer District owns the property the Golf Course operates on.
- e. The District can operate a Golf Course.
- f. A public records request was received by a member of the public present – a copy of the Lease agreement was provided on behalf of that request.
- g. At 1642 the public left the meeting and the Board proceeded with the agenda.

XI. Commissioner reports:

- a. Island County moratorium is a pause until IC receives additional information as it pertains to RAIDs

XII. Next meeting: Next meeting is May 8<sup>th</sup>, 2025 4:00PM Holmes Harbor Sewer District office at 1200 Antelope Drive Freeland, WA 98249. - POSTED ON WEBSITE

XIII. Conclusion: With no further business the meeting concluded with Commissioner Bill Hamilton declaring to adjourn at 1710

## HHSD MONTHLY SUMMARY REPORT March 2025

### System Performance:

NO violations

Inf **41,000** avg

Eff **62,000** avg – retreat in **AUTO**

Reserve inventory – **1.3 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.

I will say that this is right on schedule with last year.

2024 Reclaimed Water Annual report:

HHSD treated and stored 15.32 million Gallons.

HHSD transferred 14 million Gallons of reclaimed water to the effluent disposal area for irrigation.

2024 BioSolids Annual report:

HHSD transported 202,608 liquid gallons (16 Dry tons) of BioSolids for further treatment by Island County or LaConner.

### Callouts & Emergencies:

5011 Chipshot Way 5029 Bradshaw Road	PASS	ON/OFF floats Renters to notify Prop Mngmt Co	Electrical, control panel frequent clicking Odor - leak from d/c line
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VOUCHERS FOR APPROVAL

MEETING OF April 10th 2025

Submittal Date	Fund Name	Fund Number	Payment For	Amount
3/31/2025	O&M	703	Vouchers 3-2 thru 3-22, 3-24 thru 3-35	\$30,536.78
	Cap	786	Voucher	\$0.00
3/31/2025	Replac	785	Vouchers 3-1 & 3-23	\$4,544.44
3/31/2025	O&M	703	EFT IRS 941	\$6,609.66
4/18/2025	O&M	703	EFT L&I	\$1,303.54
4/18/2025	O&M	703	EFT UI	\$197.67
3/31/2025	O&M	703	EFT DRS DefComp	\$538.34
4/10/2025	O&M	703	EFT DRS PERS	\$2,576.95
3/31/2025	O&M	703	EFT Payroll	\$17,109.58
4/11/2025	O&M	703	WaCaresFund	\$433.03
3/24/2025	O&M	703	EFT DOR B&O, PUT	\$2,123.93
4/13/2025	O&M	703	EFT FMLA	\$491.25
			<b>31-Mar-25</b>	<b>\$66,465.17</b>

FOR APPROVAL  
ATTACH TO MINUTES



APPROVED in open meeting this 8<sup>th</sup> day of May, 2025

A handwritten signature in black ink, appearing to read 'W. Hamilton', written over a horizontal line.

Commissioner Hamilton, President

A handwritten signature in black ink, appearing to read 'Chareene Arnold', written over a horizontal line.

Commissioner Arnold, Vice-President

A handwritten signature in black ink, appearing to read 'M. Miller', written over a horizontal line.

Commissioner Miller, Treasurer

A horizontal line representing a signature.

Commissioner Hanna, Secretary

A handwritten signature in blue ink, appearing to read 'W. Criswell', written over a horizontal line.

Commissioner Criswell

