



MINUTES OF A REGULAR MEETING OF THE BOARD OF COMMISSIONERS

HOLMES HARBOR SEWER DISTRICT May 8th, 2025

- I. Call to Order: Commissioner Bill Hamilton called the meeting to order at 1600.

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

Public introduced – one present

- II. Approval of May 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 Jon Bloom and passed unanimously.

- III. Approval of April 23rd 2025 minutes: Commissioner Bill Criswell moved to approve the minutes of the meeting. That motion was seconded by Commissioner Jon Bloom and passed unanimously.

- IV. Voucher approval: Commissioner Bob Miller moved to approve total Vouchers (attached) in the amount of \$23,813.72 that motion was seconded by Commissioner Charlene Arnold and passed unanimously.

- 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. Commissioner paper work for Bloom

IX. Financial report

- a. Balance/P&L/Investments – written reports
- b. Budget – Presented, Commissioner Bob Miller moved to approve the proposed budget. That motion was seconded by Commissioner Charlene Arnold and passed unanimously.
- c. HHSD Quarterly audit – Commissioner Miller - upcoming

X. Public Comment:

a. Nothing presented

XI. Commissioner reports:

- a. Timeline update RE: Golf Course
- b. IC planning commission – Request for a project phase overview

XII. Next meeting: Next meeting is June 12th, 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 1624

HHSD MONTHLY SUMMARY REPORT April 2025

System Performance:

NO violations

Inf **39,000** avg

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

[illegible]

VOUCHERS FOR APPROVAL

MEETING OF May 8th 2025

Submittal Date	Fund Name	Fund Number	Payment For	Amount
4/30/2025	O&M	703	Vouchers 4-2 thru 4-4, 4-6 thru 4-10 & 4-12 thru 4-20	\$22,450.35
4/30/2025	Cap	786	Voucher 4-1	\$217.00
4/30/2025	Replac	785	Vouchers 4-5 & 4-11	\$1,146.37
4/30/2025	O&M	703	EFT IRS 941	\$6,945.76
	O&M	703	EFT L&I	
	O&M	703	EFT UI	
5/9/2025	O&M	703	EFT DRS DefComp	\$538.34
4/30/2025	O&M	703	EFT DRS PERS	\$2,583.46
4/30/2025	O&M	703	EFT Payroll	\$17,416.03
	O&M	703	WaCaresFund	
4/25/2025	O&M	703	EFT DOR B&O, PUT	\$2,058.10
	O&M	703	EFT FMLA	
			30-Apr-25	\$53,355.41

FOR APPROVAL
ATTACH TO MINUTES



APPROVED in open meeting this 12th day of June, 2025

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

Commissioner Hamilton, President

A handwritten signature in blue ink, appearing to read "Jon Bloom", written over a horizontal line.

Commissioner Bloom, Secretary

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

Commissioner Criswell

Commissioner Arnold, Vice-President

A handwritten signature in blue ink, appearing to read "R. Miller", written over a horizontal line.

Commissioner Miller, Treasurer

