HOLMES HARBOR SEWER DISTRICT

MEETING MINUTES 12-12-2019

MEETING LOCATION: 1200 Antelope Drive, Freeland, WA 98249
TIME START 4:00 PM
TIME CONCLUDED 4:55 PM

COMMISSIONERS IN ATTENDANCE
JENS RIVERA, PAUL KIERNAN, BOB MILLER, BILL HAMILTON, CHARLENE ARNOLD.

I. JENS RIVERA, call to order and Members present

II. STANDING ITEMS

a APPROVAL OF DECEMBER-12TH 2019 AGENDA.
Paul Kiernan made a motion to approve the agenda. Charlene Arnold seconded the motion. 5 I'S

b APPROVAL OF MINUTES -NOVEMBER 14TH 2019 MEETING.
Paul Kiernan made a motion to approve the minutes. Bob Miller seconded the motion. 5I'S

c APPROVAL OF VOUCHERS AND INVESTMENTS.
Bob Miller made a motion to approve the vouchers in the amount of $42,292.07
Charlene Arnold seconded the motion.
5 I'S

d MONTHLY FINANCIAL REVIEW (TC)
Terri Campbell gave the Monthly financial review. The rate increase is really helping the financials especially in the replacement fund.

e PLANT OPERATIONS AND EDA REPORT (MD)
Mark Dumpke gave his review on the Plant and the EDA. The "DOE" inspected the Water Holding Ponds and found a wet area behind the West Pond. It is to be determined whether it is a leak or excess ground water. The area will need to be reinforced with rock. Mark is also working on improving drainage on holes 7 and 17.

f GOLF COURSE OPERATIONS REPORT
Paul Lavin gave his report on the Golf Course operations. The end of the season is here and golf play is very slow.

III. UNFINISHED BUSINESS

a CC&R's PUBLICATION UPDATE (C ARNOLD)
The CC&R's digitalized version prepared by sound business center is now posted on the HHSD Website. A letter will be going out with the December Billing explaining to the Residents of Holmes Harbor their rights pertaining to the CC&R'S.
CHIPSHOT DE ACCOUNT STATUS
Bob Miller did a review of the DE account and the Balance owed to Eagle Builders. There is a balance, however any refund will be held until all final expenses are completed.

POLICY TO ACCESS DISTRICT PROPERTY.
The policy document is now posted on the District's website. Bob Miller made a motion to approve the Policy Agreement, Bill Hamilton seconded the motion. 5 I'S.

PART TIME OFFICE CLERK.
Jens Rivera and Mark Dumke interviewed 5 people in the last week and will make a decision within the next week.

NEW BUSINESS

DOE GRANT/LOAN.
Rodney Soulter from CHS Engineers gave an overview of the Master Comprehensive Plan. This Grant/Loan will help lead to further Loans and Grants if needed. We are still waiting on the approval from the DOE.

2020 BUDGET.
Bill Hamilton gave an overview of the 2020 Budget. Should have a completed plan by the January meeting.

OATH OF OFFICE FOR ELECTED COMMISSIONERS
The Commissioners recently elected in November were sworn in.

COMMISSIONERS REPORTS.
There were no Commissioner reports tonight.

PUBLIC COMMENT.
Janis Bates asked questions pertaining to hook up costs for new customers.

ADJOURNMENT.
Charlene Arnold made a motion to adjourn at 4:55 PM, Bob Miller seconded the motion. 5 I'S

JENS RIVERA

PAUL KIERMAN

BOB MILLER

BILL HAMILTON

CHARLENE ARNOLD