

CLINTON WATER DISTRICT

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Minutes of; **January 9, 2020**

In the CWD office at **12:00 PM**, the regularly scheduled meeting of the Clinton Water District Board of Commissioners was called to order by President Roy Simmons. Also in attendance Commissioner Jill Engstrom, Commissioner Don Simmons, Field Manager Adam Lehman, and Office Manager Lauren Stone.

Mrs. Stone **administered the oath of office to Roy Simmons**. Commissioner Roy Simmons opened the meeting with a call for nominations of officers for the District. Commissioner Engstrom made a motion for Roy Simmons to remain the President of the Board, Commissioner Don Simmons seconded; The motion passed unanimously. Commissioner Engstrom made a motion for Don Simmons to become the Vice President of the Board, Commissioner Roy Simmons seconded; The motion passed unanimously. Commissioner Don Simmons made a motion for Jill Engstrom to remain the Secretary of the Board, Commissioner Roy Simmons seconded; The motion passed unanimously. At that time the 2020 signature sheet for Island County was circulated and completed.

The **Board by unanimous vote approves** today's agenda as written

The **Board by unanimous vote approves** the minutes of **12-12-2019**

The current monthly Financial Statement was reviewed; the balance of the Maintenance Fund for **December is \$374,919.23**

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Board. As of this date **1-9-2020**, the **Board by unanimous vote approves** for payment those vouchers included in the above-mentioned list and further described as follows: voucher numbers **13480** through **13505** totaling **\$16305.75** the **IRS 941 deposit for December and January of \$4681.06** the **December DOR** payments of **\$800.30**. The total Maintenance Fund expenditures for **December** are **\$21,787.11**

The Board by unanimous vote approves the payment of Construction Fund Vouchers **#2001-CF to CHS** in the amount of **\$3,968.96**.

The Board by unanimous vote approves the payment of **Encumbered Account Voucher #2001-EAF for new computers and printer payable to VISA** in the amount of **\$3563.17**.

There was no WASWD update.

Mr. Lehman and Mrs. Stone provided updates on the following projects:

- **SR 525 Project:** CHS let us know that the State will not sign off for 1yr to insure the paving holds. Island County has signed off on the project. We should have the final sign off from CHS that the project is completed. C. Johnson will be responsible for warranty work from one year from the completion date.
- **Williams Extension:** Onsite Construction has dug up the main on the W. side of Humphrey Rd. Onsite should be moving forward with the construction of the main down the County Rd. #4080.
- **Hinman Extension:** no update

Commissioner Engstrom moved to approve **Resolution 20-01 Transfer of funds from Maintenance Fund to Encumbered Accounts Fund** Commissioner Don Simmons seconded, motion passed unanimously.

Commissioner Engstrom moved to approve **Resolution 20-02 Transfer of funds from Maintenance Fund to Bond Fund** Commissioner Don Simmons seconded, motion passed unanimously.

Mrs. Stone informed the Board that the District will be sending out newly formatted bills for the February Billing.

Commissioner Engstrom asked that the Commissioners be added to the Whidbey Island Water Systems Association email list. Mrs. Stone said she will contact the Association.

Commissioner Simmons asked to have Disaster Preparedness added to next month's agenda.

No further business. Commissioner Roy Simmons concluded the meeting at **1:00pm**.

Respectfully submitted by:

Lauren Stone, Office Manager

on February 13, 2020

Attest:

Roy Simmons

Jill Engstrom

Don Simmons