Edison Subarea Advisory Board
June 2026 Meeting Packet

5. Approval of Meeting Minutes

DRAFT

Edison Subarea Advisory Board
May 2026 Meeting Minutes

Date: Wednesday, May 27, 2026
Time: 5:00 – 7:10 pm
Location: Edison Elementary School

1. Call to Order

The meeting was called to order at 5:00 pm, Wednesday, May 27, 2026, by the ESAB Chair, Bernie Alonzo

2. Roll Call /Attendance

Bernie Alonzo, Tom Skinner, Scott Mangold, Jess Hackler, Lavelle Pilon, Don Erickson, Mike Tamman.

3. Public Comment

There was no public in attendance

4. Approval of Agenda

Approval of Agenda: Moved – Bernie, 2nd – Tom. All in favor, agenda approved.

5. Approval of Minutes

Approval of Minutes: Moved - Bernie, 2nd – Tom. All in favor, meeting minutes approved.

6. Reports

Administrative Report

Open Board Seat

Bernie asked the board to actively recruit potential new ESAB Board members. A small list of names was discussed. This is a board member ACTION item until the position is filled.

ASIDE

Tom asked whether monthly meetings were necessary as we seem to be moving away from our self-help roots. Bernie responded maybe later once the Board is at full membership and our large projects reach completion. Mike, speaking for the maintenance of the system, prefers the current frequency of meeting to facilitate timely communications and actions.

Assessment Corrections

Bernie noted that he prepared a map of the Edison Subarea Clean Water District prepared from the ordinance that established the ESCWD, correlated the historic site numbers with the county parcel numbers for each site, and cross-checked the parcels levied assessments in 2026 as conveyed by county tax data. Continued in Unfinished Business, below.

Grant Workshop

Bernie noted that Dept of Ecology sent an email to Don, the system operator, this month suggesting that we might want to sign up for a Grant Preparation training meeting next month. It is possible they anticipate requesting further upgrades to the system in the upcoming Discharge Permit. Continued in New Business, below.

Annual Calendar

Updated with completed and upcoming deadlines and events listed. After school is out on 6/17, Don will schedule the time and complete our first ground water sampling of the drain field.

Maintenance Report

Both pumps are now installed. A few additional parts/pieces were required, requested and provided. They were tested and appear to be working as well.

There is some unusual settling of sludge in the main tank. Mike would like to spot pump some ports to balance things out. He is unsure of why this is so and wants to see how the sludge moves in the tank after pumping.

Pumptech mistakenly shipped an $1800 part that had been declined because it was not needed. Lavelle confirmed that we had not been charged for it. It will be returned.

The old pumps were in rough shape and being held in Drain Doctor's 'bone yard' vs. the pump house. The condition of the pumps needs to be addressed, including the carrier install rails. Don described it being standard to rebuild this type of pump and that the pump rebuild is part of the long-term project to refresh all the pumps based on the years of continuous operation.

ACTION: The Board moved to send Pump 3 for rebuilding if the cost was under $10k and to have new rails built locally. Moved – Scott, 2nd – Tom. Unanimous, motion to rebuild Pump 3 as part of the on-going pump maintenance activities, carries.

With the full town tank inspections coming in June, Scott asked Mike if he could estimate the time to check and test FSC tanks versus Residential to help with calculating the FSC only component of our upcoming rates proposal. He'll try his best but even the individual commercial sites can have variation based on surroundings, etc.

More Eurofins communication snafus. They changed the email address to request sample bottle requests without informing, creating wait times. Confusion with which named account to use for billing. Should be: "County Planning and Development."

Operator Report

Don made a detailed Standard Operating Procedure (SOP) document for performing the groundwater testing – a 'How To' guide for groundwater sampling. He went out and located the 5 wells and took pictures to help orient in the future. He needs a few more items – tubing and filters. These were already requested, ordered, received and in Lavelle's car for hand-off after the meeting. He also found a continuity meter in the County cache of sampling gear. This tool could save time by eliminating the need to purge the wells.

Special Projects Report

G&O sent the final draft for the UV project. Lavelle and Erin have responded with Skagit County contracting guidelines and Federal superseding regulations. They reiterated items that had already been approved by G&O through email. Namely, the project does not need to go out to bid based on the low contract amount, Dahl is approved as a sole source contractor with the County, and the material for the UV portion of the project is considered separate from the contracted work. These have been acknowledged again by G&O.

The report was also sent to DOH and Ecology for comment and approval.

G&O requested a meeting to discuss 90% Design Documents, and inclusion of the specifications in the engineering report. The County says no to this due to length (180 pages) and lack of necessity. These documents arrived today and Lavelle will distribute and wishes to get comments from Jess and Don (and Dahl) about potential changes.

G&O wants a new trench and conduit installed for the panel upgrade in the Bus Barn. Board discussion about why. If the existing conduit can hold the wire size, it shouldn't need replacement vs. existing conduit has aged, may be best practice to replace. However, trenching and other unnecessary cost should be avoided to stay within the grant limit.

Last, Bjorn at G&O states that the new UV has plenty of capacity for treatment but still needs to receive confirmation that the new UV gear is the same size as current and will fit in the existing channels.

County Liaison Report

Lavelle asked for questions or concerns with this month's financial report, there were none.

Erofins charged the last commercial testing to the Drain Doctor account and will not refund or correct the discrepancy. In September the County may set up a stand alone "Edison" account with Eurofins.

7. Unfinished Business

Darryl Kvistad

The letter to town should be signed by Scott on behalf of the Board and submitted to Lavelle for mailing.

NEWSLETTER

The draft newsletter will be finalized with contact info on the final sheet and sent promptly after the in memoriam letter is sent.

BOARD POSITION

We have an open position on the Board to fill

ASSESSMENT CORRECTIONS

As noted above, Bernie presented color coded maps of the ESCWD showing connected sites at the start of the system and connected sites now.
The Board was asked to review these for accuracy. Tom has some additional historical documents from Darryl's archive that may also be useful for confirmation.

Bernie prepared a draft memo for the County with concerns and suggested corrections regarding errant assessments. He described what he discovered in his tracking and mapping. It seems the ESAB needs to recommend adjustments the corrections. The County records need more correcting. The SC-BOCC will likely need to review the proposed corrections and take an action to do so. The memo lists these out but had not been reviewed in earnest by board members. Bernie asked that this happen and any comments, concerns, questions be addressed via individual email ASAP so that it may be submitted to the County.

DRAFT

8. New Business

ECOLOGY LETTER – GRANT Training Workshop

Continued from the Administrator Report, above. The Board thinks it is likely that Ecology is indicating they will be proposing improvements to the system in the new Discharge Permit by suggesting this grant training workshop. The email noted the need for a new General Sewer Plan and a Drain Field Capacity Analysis and engineering report prior to planning drainfield upgrades.

ACTION: Scott moved to advise the County to send a representative to the Zoom meeting administered by Dept. of Ecology re. Grant Training. Tom -2nd. Approved.

DRAFT MAINTENANCE RFP

The ESAB is requested to review the draft maintenance Request For Proposal and provide comment to Lavelle so that the maintenance contract for 2027 can be advertised and awarded prior to the end of the year. The current maintenance contract expires on December 31, 2026. It will take time to develop the RFP, advertise the contract, confirm the bids are qualified, prepare contracts, and acquire the approval of the SC-BOCC.

9. Announcements

The next ESAB meeting will be held at the Teacher / Staff Room of the Edison Elementary School at 5:00 pm, Wednesday, June 24, 2026.

10.Adjournment

Motion to adjourn at 7:10 pm. Moved: Bernie, second: Tom, approved: all.

Meeting ends.

6. Reports

6A – Administrative Report

Monthly Update

The ESAB is still short one member. The position needs to be filled. Re-appointments for current ESAB members are in August. Keep discussing this with your neighbors in Edison.

Regarding the assessment corrections – Lavelle had a conversation with Angela Aiumu in the Treasurer's Office on Friday, last week. We will discuss in Unfinished Business below.

Recent and upcoming deadlines from the annual planning calendar (June changes in Fuchsia):

Item	Due Date	Action By	Complete
~~Permit Compliance: ECY Form 1A~~	~~April 15, 2026~~	~~Lavelle~~	Yes
Special Project: UV replacement Final G&O Report	April/May	Erin	
Grant Management: FEATS Report	April, 2026	Erin	
ESAB Actions: Futures Share Reconciliation – Initial Findings / Progress	~~April 22, 2026~~ May 27, 2026 June 24, 2026	Tom Bernie	
Special Project: UV Replacement Permits (DOH)	May, 2026	Erin	
ESAB Actions: Futures Share Reconciliation – Review **Memo** with County Staff ~~(Assessor?)~~	~~May, 2026~~ June, 2026	Lavelle	
ESAB Actions: Futures Share Reconciliation – Hand-off results to Rate Committee	June, 2026	Tom	
ESAB Actions: 2027 Annual Planning Calendar Session 1	June, 2026 July and August	Bernie	
County Actions: New Maintenance Contract Check-in w/ ESAB	June, 2026	Lavelle	
Ground Water Sampling – Q2	June, 2026	Don	
Special Project: UV Replacement Final Design (G&O)	July	Erin	
Grant Management: FEATS Report	July	Erin	
ESAB Actions: DRAFT Update Rates	June July	Scott	
Special Project: UV Replacement Final Design and Contracts Approval	August	SC BOCC	
ESAB Actions: Recommend Rates	August	Scott	
Ground Water Sampling – Q3	TBD, 2026	Don	

6B – Maintenance Report

Pump Clarifier

Date/ 6-8-26 Tech: JOSE

Pumped clarifier tank to big Tank.

Locked gates when I left.

Site# 74

chs: JOSE

Date: 6-8-26

J# 48

Edison School

Panel Readings

#1

Hr: 1216.37

Events: 38471

Ordn: /

#2

Hr: 1326.37

Events: 3999

Ordn: /

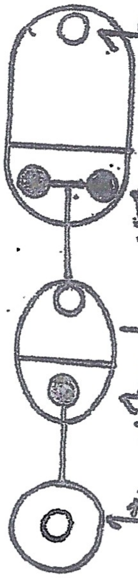
scum :
sludge :

scum :
sludge :

scum :
sludge :

scum :
sludge :

scum :
sludge :



Access Lids.

3000 gal

basket filters

filters cleaned (   )

1500 gal

basket filter

filter cleaned (   )

Pump vault

Comments:

Panel seems normal.

Edison Lift Station

Date: 6-8-26

Tech: JOSE

Counter # 1

Events 52876

Run Time 3569.32

Counter # 2

Events 51972

Run Time 6972.32

Siemens Totalizer 763533

Comments: Levels normal.
Floats working good.
Buzzer works normal.

Draw Downs

North Pump ________ Inches 2.5" Min 1

South Pump ________ Inches 2.5" Min 1

Edison Sub-Area
Commercial Site Water Meter Readings

Date: 6-8-26
Technicians: JOSE

Business Name	Site#		Meter Reading	Cubic Ft Used
Edison Cafe	20		193.40	
Longhorn Saloon	30		1892.47	
The Bread Farm	31		1689.20	
Tweets	32	North	640.01	
		South	68.26	
Mariposa	36		565.18	
Edison Inn	37		1204.72	
Edison School	73		179697.60	
5821 Cains Crt	38		340.70	

6C – Operations Report

Bayhill

Wastewater Services, LLC

May 31, 2026

Edison WWTF Operators Report

May 4th, collected monthly samples for lab analysis, the flow was 6084 gallons, and the return rate was 9.8:1. The recirculating tank pH was 6.6, and effluent pH was 6.7. I inspected the site, was unable to see any ponding on the gravel filters by sight or smell and could hear the recirculating gravel filter pumps cycle. A visual inspection of the recirculating ball valve was found to be functioning correctly, and the facility is clean and well kept.

May 14th, the lab analysis showed a fecal count of 27 MPN/100ml and a 79% reduction in TSS and an 71% reduction in BOD. All were found to be within the expected range.

May 26th, cleaned the UV lamps, recirculating ball valve and a visual inspection of both appeared to be functioning correctly. The flow was 5136 gallons, and the return rate was 11:1, I was unable to observe any ponding on the gravel filters by sight or smell and could hear the recirculating gravel filter pumps cycle. I checked the solids level in the secondary settling tank and found 1.5’ and 1.0’, last cleaned on 5/13/26 by the maintenance contractor.

Sincerely,

Don Erickson

WWTP Operator
360-672-5378

11784 Sunrise Lane, Burlington, WA 98233 Phone: (360) 672-5378 Email: bayhillwws@gmail.com

6D – Special Projects Report

AN EMPLOYEE OWNED COMPANY

- **Marine Industrial Fabrication**
- **Dust Collection Systems**
- **Material Conveying Systems**
- **Industrial Fans**
- **Structural Steel Fabrication**

13576 Bayview Edison Rd.   Mount Vernon, WA 98273 (360)466-1234 phone

The Drain Doctor

06/12/2026
ATTN: Mike Tamman
RE: Proposal for Hydromatic pump rail mount

name,
We appreciate the opportunity to offer our proposal for Hydromatic pump rail mount. Please review the following information and contact me if you have any questions.

Superior Systems offers to furnish the following items:

1) Qty-2 hydromatic pump rail mount brackets made out of 316 SS to match existing mounts.
   These would be made to use the existing bronze sliders.
   Note: we would need a sample mount or a detailed drawing to make these mounts.

Total price: $1344.00

The following items are specifically **excluded** from our proposal:

- Sales tax
- Permits and/or engineering
- Overtime labor
- Detailed drawings for items fabricated

Note: Pricing is valid for sixty (60) days
Lead Time: To be determined at time of order
Payment Terms: To be determined at time of order

Sincerely,

Nils Freeman
(360) 466 - 1234 (office)
(360) 630 - 4636 (cell)
Nils@superiorsystemsinc.net
Nils@industrial-resources.com
Industrial Resources Inc. DBA Superior Systems

6E - Financial Report

EDISON CONTRACT TRACKING 2026

Vendor	BAYHILL WASTEWATER	NOTES	BAYHILL WASTEWATER ON-CALL SERVICES	NOTES
Contract #	C20250066		C20250066	
Amendment #	N/A		N/A	
Contract End Date	**March 1, 2026**		**March 1, 2026**	
Vendor #	35287		35287	
GL Code	150.582.00.4110		150.582.00.4810	
	150.582.00.4810		150.582.01.4110 (Grant)	
	150.582.01.4110 (Grant)			
PO #	**PL 6625**		**PL 6625**	
Contract Amount	**$36,500.00**	$0.00	**$2,000.00**	
SPENT THRU 2025	**$9,425.00**	N/A	**$0.00**	N/A
January	$870.00	INV 2026-1 Monthly Rate	$0.00	N/A
February	$870.00	INV 2026-2 Monthly Rate	$0.00	N/A
March	$870.00	INV 2026-3 Monthly Rate	$0.00	N/A
April	$870.00	INV 2026-4 Monthly Rate	$150.00	INV 2026-5 Engineer Report Meeting
May	$870.00	INV 2026-6 Monthly Rate	$0.00	N/A
June	$870.00	INV 2026-7 Monthly Rate	$450.00	INV 2026-8 & 9 GRANT & Groundwater
July				
August				
Septemebr				
October				
November				
December				
Spent to Date:	$14,645	$0.00	$600.00	$0.00
Remaining Balance:	**$21,855.00**	$0.00	**$1,400.00**	$0.00

EDISON CONTRACT TRACKING 2026

PER YEAR

BURLINGTON-EDISON	NOTES	EUROFIN ANALYTICAL	NOTES
C20250232		C20230430	
N/A		N/A	
May 1, 2028		**September 30, 2026**	
20162		35249	
150.582.00.4810		150.582.00.4110	
N/A		**N/A**	
$21,000.00	$0.00	**$40,000.00**	$0.00
$0.00	N/A	**$1,793.00**	N/A
$1,860.00	2026 ATS Yearly Billing	$124.00	Monthly WWTF Rate
$0.00	N/A	$1,028.00	WWTF $124 + FSC $904
$0.00	N/A	$124.00	Monthly WWTF Rate
$690.49	Q1 Mowing & Electrical	$1,636.00	WWTF $124 + FSC $1,512
$0.00	N/A	$124.00	Monthly WWTF Rate
$0.00	N/A	$1,182.00	WWTF $124 + $154 + FSC $904
$2,550	$0.00	$6,011.00	$0.00
$18,449.51	$0.00	**$33,989.00**	$0.00

EDISON CONTRACT TRACKING 2026

ON-CALL SERVICES

THE DRAIN DOCTOR	NOTES	THE DRAIN DOCTOR	NOTES
C20250636		C20250636	
January 1, 2027		**January 1, 2027**	
10947		10947	
150.582.00.4110		150.582.00.4810	
PL 2536		PL 2536	
$44,399.00	$0.00	**$5,600.00**	$0.00
$0.00	N/A	**$0.00**	N/A
$3,687.00	Monthly Rate $3,687	$350.00	On-Call $350 - Residential Pump Alarm
$3,687.00	Monthly Rate $3,687	$2,444.42	On-Call $2,444.42 - Residential Riser & Lid Replacements
$3,687.00	Monthly Rate $3,687	$0.00	N/A
$3,687.00	Monthly Rate $3,687	$0.00	N/A
$3,687.00	Monthly Rate $3,687	$0.00	N/A
$3,687.00	Monthly Rate $3,687	$0.00	N/A
$22,122.00	$0.00	$2,794.42	
$22,277.00	$0.00	**$2,805.58**	

EDISON CONTRACT TRACKING 2026

GRANT FUNDED		PER YEAR		PER YEAR
GRAY & OSBORNE	**NOTES**	**DAHL ELECTRIC**	**NOTES**	**UTILITY LOCATE**
C2025255		C20230104		N/A
N/A		N/A		N/A
April 30, 2026		**December 31, 2028**		**N/A**
C0382		10841		13596
150.582.01.4110		150.582.00.4110		150.582.00.4910
PL 5525		**N/A**		**N/A**
$118,900.00	$0.00	**$15,000.00**		**$20.00**
$45,768.37	N/A	**$0.00**	N/A	**$0.00**
$0.00	N/A	$0.00	N/A	$0.00
$2,423.12	Electric Data, Prelim Project Spec & Plans	$0.00	N/A	$1.35
$12,122.17	Engineering Report, QAQC, Predesign Report	$0.00	N/A	$0.00
$1,492.87	Engineering Report, County Meeting, Predesign Report	$0.00	N/A	$0.00
$3,883.07	QAQC, Revisions Engineer Report, Meeting, Specs & Plans	$0.00	N/A	$1.38
$16,131.94	Draft Final Engineer Report, 90% project Specs & Plans	$3,603.18	Pump Replacement #1 & #2	$0.00
$81,821.54	$0.00	$3,603.18	$0.00	$2.73
$37,078.46	$0.00	**$11,396.82**	$0.00	**$17.27**

EDISON CONTRACT TRACKING 2026

SOLE SOURCE	*SINGLE PURCHASE*	PER YEAR	
THE DRAIN DOCTOR	**PUMP TECH**	**ECOLOGY**	**TOTAL AWARDS**
C20260103	N/A	N/A	
N/A	N/A	N/A	
June 30, 2026	N/A	**N/A**	
10947	12778	32612	
150.582.00.4810	150.582.00.6410	150.582.00.4910	
N/A	**FULFILLED**	**PERMIT**	
$5,750.00	**$5,916.54**	**$700.00**	$295,785.54
$0.00	**$0.00**	**$0.00**	$56,986.37
$0.00	$0.00	$0.00	$6,891.00
$0.00	**$5,916.54**	$0.00	$16,370.43
$0.00	$0.00	$0.00	$16,803.17
$0.00	$0.00	$0.00	$8,526.36
$0.00	$0.00	$0.00	$8,565.45
$5,750.00	$0.00	$0.00	$31,674.12
$0.00	$0.00		$0.00
$0.00	$0.00		$0.00
$0.00	$0.00		$0.00
$0.00	$0.00		$0.00
$0.00	$0.00		$0.00
$0.00	$0.00		$0.00
$0.00	$5,916.54	$0.00	$145,816.90
$5,750.00	$0.00	$700.00	**$149,968.64**

Cayenta

Transaction Detail Report - Actuals Status 1

26/06/16-09:27 | Skagit County - (FY26 PROD Dataset) | June 16 202

GL789

GRANT

Transaction Detail Report - Actuals Status 1

For Date Range 05/01/2026 to 05/31/2026

SS ------- Ident --------		Batch	Sheet	Seq	Stat	Per	Date	------ Description -----------	Trans Amount
150 582011100	PSAA SALARIES AND WAGES								
PA 7740	S R	PRL 112944	58	1	2	5	05/15/26	LANGLEY, ERIN	26.12
PA 7740	S R	PRL 113059	61	1	2	5	05/31/26	LANGLEY, ERIN	444.04
		Period	Total	05					470.16
150 582012100	PSAA SOCIAL SECURITY								
PA	S R	PRL 112895	80000	2528	2	5	05/08/26	PSAA SOCIAL SECURITY	25.23
PA	S R	PRL 113029	80000	2355	2	5	05/22/26	PSAA SOCIAL SECURITY	1.94
		Period	Total	05					27.17
150 582012200	PSAA RETIREMENT								
PA	S R	PRL 112895	80000	2529	2	5	05/08/26	PSAA RETIREMENT	18.94
PA	S R	PRL 113029	80000	2356	2	5	05/22/26	PSAA RETIREMENT	1.46
		Period	Total	05					20.40
150 582012300	PSAA LABOR AND INDUSTRIES								
PA	S R	PRL 112895	80000	2530	2	5	05/08/26	PSAA LABOR AND INDUSTRIES	1.05
PA	S R	PRL 113029	80000	2357	2	5	05/22/26	PSAA LABOR AND INDUSTRIES	0.08
		Period	Total	05					1.13
150 582012400	PSAA MEDICAL								
PA	S R	PRL 112895	80000	2531	2	5	05/08/26	PSAA MEDICAL	64.33
PA	S R	PRL 113029	80000	2358	2	5	05/22/26	PSAA MEDICAL	6.22
		Period	Total	05					70.55
150 582012900	PSAA UNEMPLOYMENT COMPENSATION								
PA	S R	PRL 112895	80000	2532	2	5	05/08/26	PSAA UNEMPLOYMENT COMPENSATION	4.49
PA	S R	PRL 113029	80000	2359	2	5	05/22/26	PSAA UNEMPLOYMENT COMPENSATION	0.34
		Period	Total	05					4.83
150 582014110	PSAA PROFESSIONAL SERVICES								

Total Debits : 594.24 Total Credits : 0.00

GRANT

Fnd 150 EDISON CLEAN WTR DIST. SUBA Dpt 0082 EDISON CLEAN WTR DIST. SUBA

		Current Actuals	YTD Actual	2026 BUDGET	Amount Available	Percent Available
Div 000	EDISON CLEAN WTR DIST. SUBAREA					
Typ 003	REVENUES					
150 382001870	ECWDS OPERATING ASSES	52,964-	52,964-	90,858-	37,894-	41.7
150 382006111	ECWDS INVESTMENT INTE	4,474-	4,474-	12,000-	7,526-	62.7
Typ 003	REVENUES	57,438-	57,438-	102,858-	45,420-	44.2
Typ 005	EXPENDITURES					
150 582001100	ECWDS SALARIES AND WA	1,071	1,071	13,035	11,964	91.8
150 582002100	ECWDS SOCIAL SECURITY	62	62	997	935	93.8
150 582002200	ECWDS RETIREMENT	47	47	727	680	93.5
150 582002300	ECWDS LABOR AND INDUS	4	4	37	33	89.8
150 582002400	ECWDS MEDICAL	216	216	2,880	2,664	92.5
150 582002900	ECWDS UNEMPLOYMENT CO	11	11	164	153	93.4
150 582004110	ECWDS PROFESSIONAL SE	30,074	30,074	70,414	40,340	57.3
150 582004128	ECWDS PROF SVCS - OTH	56	56		56-	
150 582004190	ECWDS INTERFUND INFOR	246	246		246-	
150 582004810	ECWDS REPAIRS AND MAI	4,654	4,654	6,500	1,846	28.4
150 582004910	ECWDS MISCELLANEOUS	474	474	35	439-	1,253.9-
150 582006410	ECWDS EQUIPMENT > $5,	5,917	5,917	9,000	3,083	34.3
Typ 005	EXPENDITURES	42,832	42,832	103,789	60,957	58.7

GRANT

Edison Rev and Exp vs Budget

Report Format 012

Period 5 ending May 31, 2026

Transaction status 1

Rounding to Whole Dollars

Fnd 150 EDISON CLEAN WTR DIST. SUBA Dpt 0082 EDISON CLEAN WTR DIST. SUBA

		Current Actuals	YTD Actual	2026 BUDGET	Amount Available	Percent Available
Div 001	PUGET SOUND ACTION AGENDA					
Typ 003	REVENUES					
150 382016612	PSAA EPA-PUGET SOUND	14,731-	14,731-	184,365-	169,634-	92.0
Typ 003	REVENUES	14,731-	14,731-	184,365-	169,634-	92.0
Typ 005	EXPENDITURES					
150 582011100	PSAA SALARIES AND WAG	1,898	1,898	5,394	3,496	64.8
150 582012100	PSAA SOCIAL SECURITY	108	108	412	304	73.9
150 582012200	PSAA RETIREMENT	81	81	301	220	73.0
150 582012300	PSAA LABOR AND INDUST	4	4	12	8	64.6
150 582012400	PSAA MEDICAL	331	331	960	629	65.6
150 582012900	PSAA UNEMPLOYMENT COM	18	18	68	50	72.8
150 582014110	PSAA PROFESSIONAL SER	16,188	16,188	100,000	83,812	83.8
150 582014430	PSAA LEGAL PUBLICATIO			500	500	100.0
150 582016410	PSAA EQUIPMENT > $5,0			68,000	68,000	100.0
Typ 005	EXPENDITURES	18,629	18,629	175,647	157,018	89.4
Fnd 150	EDISON CLEAN WTR DIST. SUBAREA	10,709-	10,709-	7,787-	2,922	37.5-
	Report Final Totals	10,709-	10,709-	7,787-	2,922	37.5-

Transaction Detail Report - Actuals Status 1

26/06/16-09:26 Skagit County - (FY26 PROD Dataset) June 16 202

GL789 Transaction Detail Report - Actuals Status 1

For Date Range 05/01/2026 to 05/31/2026

SS ------- Ident --------		Batch	Sheet	Seq	Stat	Per	Date	------ Description -----------	Trans Amount
150 582001100	ECWDS SALARIES AND WAGES								
PA 8108	S R	PRL 112944	66	1	2	5	05/15/26	PILON, LAVELLE	63.08
PA 8108	S R	PRL 113059	85	1	2	5	05/31/26	PILON, LAVELLE	189.24
		Period	Total	05					252.32
150 582002100	ECWDS SOCIAL SECURITY								
PA	S R	PRL 112895	80000	2523	2	5	05/08/26	ECWDS SOCIAL SECURITY	14.72
PA	S R	PRL 113029	80000	2350	2	5	05/22/26	ECWDS SOCIAL SECURITY	4.65
		Period	Total	05					19.37
150 582002200	ECWDS RETIREMENT								
PA	S R	PRL 112895	80000	2524	2	5	05/08/26	ECWDS RETIREMENT	11.11
PA	S R	PRL 113029	80000	2351	2	5	05/22/26	ECWDS RETIREMENT	3.52
		Period	Total	05					14.63
150 582002300	ECWDS LABOR AND INDUSTRIES								
PA	S R	PRL 112895	80000	2525	2	5	05/08/26	ECWDS LABOR AND INDUSTRIES	0.87
PA	S R	PRL 113029	80000	2352	2	5	05/22/26	ECWDS LABOR AND INDUSTRIES	0.32
		Period	Total	05					1.19
150 582002400	ECWDS MEDICAL								
PA	S R	PRL 112895	80000	2526	2	5	05/08/26	ECWDS MEDICAL	49.08
PA	S R	PRL 113029	80000	2353	2	5	05/22/26	ECWDS MEDICAL	18.16
		Period	Total	05					67.24
150 582002900	ECWDS UNEMPLOYMENT COMPENSATIO								
PA	S R	PRL 112895	80000	2527	2	5	05/08/26	ECWDS UNEMPLOYMENT COMPENSATIO	2.64
PA	S R	PRL 113029	80000	2354	2	5	05/22/26	ECWDS UNEMPLOYMENT COMPENSATIO	0.83
		Period	Total	05					3.47
150 582004110	ECWDS PROFESSIONAL SERVICES								
AP 618369 35287	BAYHILL WAS	A/P 158781	1	1	2	5	05/11/26	BAYHILLWASTE C20250066 PO: PL6	870.00
AP 618619 10947	THE DRAIN D	A/P 158781	2	1	2	5	05/11/26	DRAIN DOCTOR C20250636 PO: PL2	3687.00
AP 618412 35249	EUROFINS EN	A/P 158781	3	1	2	5	05/11/26	EUROFINS C20230430 A20250164 S	1512.00
AP 619106 35249	EUROFINS EN	A/P 158932	1	1	2	5	05/21/26	EUROFINS C20230430 SKA13	124.00
AP 619772 10947	THE DRAIN D	A/P 158989	6	1	2	5	05/28/26	DRAIN DOCTOR C20250636	3687.00
		Period	Total	05					9880.00
150 582004128	ECWDS PROF SVCS - OTHER								
GL 054561		INI 105456	1	463	2	5	05/01/26	SymPro Inv # 15000 Earnings Al	11.35
		Period	Total	05					11.35
150 582004190	ECWDS INTERFUND INFORMATION SV								
GL 053771		IGT 105377	1	5	2	5	05/05/26	2026Q1PDSEdison - CENTRAL	246.30
		Period	Total	05					246.30
150 582004810	ECWDS REPAIRS AND MAINTENANCE								
150 582004910	ECWDS MISCELLANEOUS								
AP 618636 13596	UTILITIES U	A/P 158781	4	1	2	5	05/11/26	UTILITIES U Edison Subarea	1.38
GL 055601		CCP 105560	1	197	1	5	05/25/26	ENV. TEST PRODUCTS	154.90

For Date Range 05/01/2026 to 05/31/2026

SS	Ident	Batch		Sheet	Seq	Stat	Per	Date	Description	Trans Amount	Bal Forward
GL	055601	CCP	105560	1	198	1	5	05/25/26	AMAZON MKTPL*N28HS6LN3	42.04	
GL	055601	CCP	105560	1	199	1	5	05/25/26	USABLUEBOOK	262.52	
GL	055601	CCP	105560	1	201	1	5	05/25/26	AMAZON MARK* RA6SN6ZC3	13.01	
			Period	Total		05				473.85	473.85

Total Debits : 10,969.72 Total Credits : 0.00

7 – Unfinished Business

A. Annual Agenda Items
    a. Corrections to assessments
B. Ecology Permit Considerations
    a. WQ Combined Fund recipient training – County staff update and grant opportunities
    b. General Sewer Plan update
    c. Are drainfield upgrades necessary
C. Maintenance Contract – Board comments on scope of next contract Corrections to assessments

RCW 84.69.020

7.A

Grounds for refunds—Determination—Payment—Report.

On the order of the county treasurer, ad valorem taxes paid before or after delinquency must be refunded if they were:

(1) Paid more than once;

(2) Paid as a result of manifest error in description;

(3) Paid as a result of a clerical error in extending the tax rolls;

(4) Paid as a result of other clerical errors in listing property;

(5) Paid with respect to improvements which did not exist on assessment date;

(6) Paid under levies or statutes adjudicated to be illegal or unconstitutional;

(7) Paid as a result of mistake, inadvertence, or lack of knowledge by any person exempted from paying real property taxes or a portion thereof pursuant to RCW 84.36.381 through 84.36.389, as now or hereafter amended;

(8) Paid as a result of mistake, inadvertence, or lack of knowledge by either a public official or employee or by any person with respect to real property in which the person paying the same has no legal interest;

(9) Paid on the basis of an assessed valuation which was appealed to the county board of equalization and ordered reduced by the board;

(10) Paid on the basis of an assessed valuation which was appealed to the state board of tax appeals and ordered reduced by the board: PROVIDED, That the amount refunded under subsections (9) and (10) of this section shall only be for the difference between the tax paid on the basis of the appealed valuation and the tax payable on the valuation adjusted in accordance with the board's order;

(11) Paid as a state property tax levied upon property, the assessed value of which has been established by the state board of tax appeals for the year of such levy: PROVIDED, HOWEVER, That the amount refunded shall only be for the difference between the state property tax paid and the amount of state property tax which would, when added to all other property taxes within the one percent limitation of Article VII, section 2 of the state Constitution equal one percent of the assessed value established by the board;

(12) Paid on the basis of an assessed valuation which was adjudicated to be unlawful or excessive: PROVIDED, That the amount refunded shall be for the difference between the amount of tax which was paid on the basis of the valuation adjudged unlawful or excessive and the amount of tax payable on the basis of the assessed valuation determined as a result of the proceeding;

(13) Paid on property acquired under RCW 84.60.050, and canceled under RCW 84.60.050(2);

(14) Paid on the basis of an assessed valuation that was reduced under RCW 84.48.065;

(15) Paid on the basis of an assessed valuation that was reduced under RCW 84.40.039; or

(16) Abated under RCW 84.70.010.

No refunds under the provisions of this section shall be made because of any error in determining the valuation of property, except as authorized in subsections (9), (10), (11), and (12) of this section nor may any refunds be made if a bona fide purchaser has acquired rights that would preclude the assessment and collection of the refunded tax from the property that should properly have been charged with the tax. Any refunds made on delinquent taxes must include the proportionate amount of interest and penalties paid. However, no refunds as a result of an incorrect payment authorized under subsection (8) of this section made by a third party payee shall be granted. The county treasurer may deduct from moneys collected for the benefit of the state's levies, refunds of the state's levies including interest on the levies as provided by this section and chapter 84.68 RCW.

The county treasurer of each county must make all refunds determined to be authorized by this section, and by the first Monday in February of each year, report to the county legislative authority a list of all refunds made under this section during the previous year. The list is to include the name of the person receiving the refund, the amount of the refund, and the reason for the refund.

[2017 3rd sp.s. c 13 s 310; 2005 c 502 s 9; 2002 c 168 s 11; 1999 sp.s. c 8 s 2. Prior: 1998 c 306 s 2; 1997 c 393 s 18; 1996 c 296 s 2; 1994 c 301 s 55; 1991 c 245 s 31; 1989 c 378 s 17; 1981 c 228 s 1; 1975 1st ex.s. c 291 s 21; 1974 ex.s. c 122 s 2; 1972 ex.s. c 126 s 2; 1971 ex.s. c 288 s 14; 1969 ex.s. c 224 s 1; 1961 c 15 s 84.69.020; prior: 1957 c 120 s 2.]

Notes:

Application—Tax preference performance statement and expiration—2017 3rd sp.s. c 13 ss 301-314: See notes following RCW 84.52.065.

Intent—2017 3rd sp.s. c 13: See note following RCW 28A.150.410.

Collective bargaining agreements not impaired—2017 3rd sp.s. c 13: See note following RCW 41.56.139.

Effective date—2005 c 502: See note following RCW 1.12.070.

Severability—Effective date—1999 sp.s. c 8: See notes following RCW 84.70.010.

Applicability—1981 c 228: "Section 1(12) of the [this] amendatory act applies to only those taxes which first become due and payable subsequent to January 1, 1981: PROVIDED, HOWEVER, That this section shall not apply to any taxes which were paid under protest and which were timely paid." [1981 c 228 s 4.]

Effective dates—Severability—1975 1st ex.s. c 291: See notes following RCW 82.04.050.

Purpose—1974 ex.s. c 122: "The legislature recognizes that the operation of the provisions of RCW 84.52.065 and 84.48.080, providing for adjustments in the county-determined assessed value of property for purposes of the state property tax for schools, may, with respect to certain properties, result in a total regular property tax payment in excess of the one percent limitation provided for in Article 7, section 2 (Amendment 59) of the state Constitution. The primary purpose of this 1974 amendatory act is to provide a procedure for administrative relief in such cases, such relief to be in addition to the presently existing procedure for judicial relief through a refund action provided for in RCW 84.68.020." [1974 ex.s. c 122 s 1.]

Severability—Savings—1971 ex.s. c 288: See notes following RCW 84.40.030.

RCW 84.69.100

Refunds shall include interest—Written protests not required—Rate of interest.

Unless otherwise stated, refunds of taxes made pursuant to RCW 84.69.010 through 84.69.090 shall include interest from the date of collection of the portion refundable: PROVIDED, That refunds on a state, county, or district-wide basis shall not commence to accrue interest until six months following the date of the final order of the court. No written protest by individual taxpayers need to be filed to receive a refund on a state, county, or district-wide basis. The rate of interest shall be the equivalent coupon issue yield (as published by the Board of Governors of the Federal Reserve System) of the average bill rate for twenty-six week treasury bills as determined at the first bill market auction conducted after June 30th of the calendar year preceding the date the taxes were paid. The department of revenue shall adopt this rate of interest by rule.

[2002 c 168 s 12; 1997 c 67 s 1; 1989 c 14 s 6; 1987 c 319 s 1; 1973 2nd ex.s. c 5 s 4; 1961 c 15 s 84.69.100. Prior: 1957 c 120 s 10.]

Notes:

Application—1997 c 67: "This act applies to claims made after January 1, 1998." [1997 c 67 s 2.]

DRAFT – R1

Edison Subarea Advisory Board

Memo

To:	Lavelle Pilon
From:	Bernie Alonzo, Chair; Tom Skinner, Vice Chair
Cc:	Scott Mangold, Jess Hackler, Allen Rozema, Jason D'Avignon
Date:	June 3, 2026
Re:	Edison Subarea Clean Water District 2026 Assessment Corrections

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1. Summary

The Edison Subarea Clean Water District Advisory Board (ESAB) provides recommendations affecting the maintenance, operations, and administration of the Edison Subarea Clean Water District (ESCWD) to the Skagit County Staff and the Skagit County Board of County Commissioners (BOCC). The ESCWD district was formed to allow the creation of the wastewater treatment system that serves the rural community of Edison.

In the fall of 2025, the ESAB prepared recommendations for the proposed sewer system assessments for the 2026 fiscal year. During the final quality control review, the ESAB discovered discrepancies in assessment amounts that could not be evaluated and corrected, if necessary, prior to the final review and adoption of the 2026 assessments.

Subsequently, the ESAB reviewed the ESCWD customer sites and County Assessor parcel numbers to evaluate the discrepancies. The Skagit County Assessor provided the ESAB with a report, "*Special Assessment Calculation Comparison Report ESCWD (EDISON SUBAREA CLEAN WATER DIST)*," that provided further clarification of what amounts were collected by the county on behalf of the ESCWD.

The ESAB annual assessments are prepared based on a July to June rate year. The draft assessments are evaluated by county staff, used in the annual budget process, and presented to the BOCC for adoption in November for inclusion in the following year's property tax assessments. While there is no direct link to the 2027 assessments, any recommendations made below, will best be implemented quickly to avoid propagating any errors and correcting any existing errors at the earliest possible time.

The ESAB prepared this memo to identify the findings and to make recommendations for next steps.

2. Issues and Recommendations

Issue: Current practice for the annual assessments includes the ESAB developing an assessment amount based on costs of operations and planned expenses. These assessments are formulated as rates and passed on to the BOCC for review and adoption. Once adopted, the Skagit County Assessor's Office adds the amount, under the heading ESCWD, to the annual property tax assessment for customer parcels within the boundary of the ESCWD. The authority to make corrections to past assessments is ambiguous in the code that governs the system, Skagit County Code (SCC) 12.64 and, to the Board's knowledge, not previously considered.

Recommendation: Skagit County Planning and Development Services staff along with staff from the Assessor's office, and legal counsel from the Prosecuting Attorney's office meet to clarify the responsibilities and the appropriate pathway to make corrections. Members of the ESAB should be included in the meeting.

Issue: The ESCWD boundary is not clearly visible in the county's publicly accessible GIS system (iMap).

Recommendation: Skagit County Planning and Development Services staff work with the appropriate county staff and leadership to approve the inclusion of the boundary in iMap so that the public can clearly see what parcels are within the ESCWD.

Issue: Edison WWS Customer Site 1 / SCA P48505 was previously connected to the system and chose to disconnect the property from the system. At that time the sewer share reverted to a future share. The ESCWD has several outstanding shares that are associated with parcels throughout the district. SCC 12.64 has no formal mechanism recognizing the reversion of active shares to future shares and this process needs to be formalized.

A related question that arose around this parcel, is whether a future share is transferable. The ESAB has recognized that provided there is no net increase in shares and the capacity exists in the system, future shares may be transferred. However, there is no mechanism for this to occur and to be tracked.

Recommendation: Skagit County Planning and Development Services staff along with staff from the Assessor's office, and legal counsel from the Prosecuting Attorney's office meet with members of the ESAB to work through how sewer shares are tracked and how they may change ownership.

Issue: Edison WWS Customer Site 15 / SCA P33788 – This parcel is outside the ESCWD boundary adopted May 28, 1996, in Skagit County Ordinance 16177. However, under ownership that precedes the current ownership, the parcel was believed to have a future sewer share. In 2020, a short plat was filed creating 3 new parcels along the west edge of the parcel, abutting Farm to Market Road (P135167, P135168, and P135169). Under a separate filing, a portion of P33788 was transferred to ESCWD Customer #6 and expanded P48571 outside the subarea boundary.

Recommendation: The Assessor's Office should evaluate the property recordings and confirm the above findings. If the findings are correct, no new assessments should be levied on P33788 and the current and previous owners may be due a refund of assessed fees that were not due because the parcel was outside of the subarea boundary.

It is possible that the future share that was originally associated with WWS Customer Site 15 was transferred to Site 6 in which case no refund would be due as the future share was transferred and Site 6 is now connected to the WWS.

Parcels P135167, P135168, and P135169 will be addressed as a separate issue below.

Issue: Edison WWS Customer Site 17 / SCA P72999 was charged for a future share in the 2026 assessments. This resulted due to confusion about the parcel having two addresses and two Edison WWS numbers. The charge for one future share was applied to Site 16, and an additional future share was charged to Site 17. There is only one future share associated with this parcel.

Recommendation: SCA P72999 (Edison WSS Site 17) should be credited $120 plus interest. The appropriate method for crediting the property owner is unclear. The Assessor may have procedures in place. From the ESAB perspective, either a credit against the 2027 ESCWD assessments or a refund from Fund 150 is acceptable.

Issue: Parcels P135167, P135168, and P135169 are outside of the ESCWD. These parcels were created from P33788 via a short plat recorded June 25, 2020 (AFN 202006250109). Since the creation of these parcels, the current owner and, possibly, previous owners have been assessed a "future share" fee and, for 2026, were charged a full active connection fee (1 ERU). These parcels appear to have "inherited" the future share status of their "parent" parcel (P33788). This is not appropriate for two reasons – the created parcels are clearly outside of the ESCWD boundary and SCC 12.64 provides for late comer procedures that were not followed.

Recommendation: SCA P135167, P135168, and P135169 should not have been assessed any ESCWD fees. Any fees paid in previous years taxes should be refunded to the owner who paid the fees. The appropriate method for crediting the property owner is unclear. The Assessor may have procedures in place. From the ESAB perspective, either a credit against the 2027 ESCWD assessments or a refund from Fund 150 is acceptable.

CONTRACT PROVISIONS and SPECIFICATIONS

Edison Wastewater Treatment Facility Maintenance & Repair Services

SMALL PUBLIC WORKS PROJECT
SKAGIT COUNTY PLANNING & DEVELOPMENT SERVICES

Must be an approved contractor on the Municipal Research and Services Center (MRSC) Roster in order to Bid this project: http://www.mrscrosters.org

GENERAL INFORMATION

PROJECT TITLE:
EDISON WASTEWATER TREATMENT FACILITY MAINTENANCE & REPAIR SERVICES

INTENT OF CONTRACT:
The contract shall continue for a term of "***X*** "from the date of execution, with the option to renew for no more than "***X"*** additional years.

Skagit County estimates the value of the Contract shall not exceed ***"$"***. The estimate is based on past experience, and the value of the Contract may vary. Work will be provided on a regular schedule along with on-call services on an as-needed basis. Skagit County cannot guarantee the Contractor any amount of work for this contract period.

This contract is for maintenance and repair services for Skagit County's Clean Water District Edison Subareas Wastewater Treatment Facility, Commercial Businesses septic and grease traps along with Residential septic systems.

Contractor requires knowledge of Wastewater Treatment Facilities with water collection system. Must have analytic sampling experience and supplies to fulfill this requirement. Requires knowledge of air vac units, level control, removal and replacement of pumps, maintaining grease interceptors and must have a minimum back truck of 3,000 gallons.

BID DUE DATE: ***DAY***, ***DATE***, no later than ***TIME***.

PREVAILING WAGES:
This work is considered a Public Work and therefore the Contractor is subject to pay his employees not less than the "prevailing rate of wages" as set forth by the Washington Department of Labor and Industries. Bidders are advised to consider this charge when tabulating bids.

It is the intent of Skagit County to award a contract to the lowest responsive and responsible bidder. Skagit County reserves the right to reject any or all bids, and the right to waive any informalities or irregularities in any bid or in any bidding and to further award the Project to the lowest, responsive, responsible bidder whose bid complies with all of the prescribed formalities, as it best serves the interest of Skagit County. After the date and hour set for the bids, no bidder may withdraw its bid unless the award of the contract is delayed for a period exceeding forty-five (45) calendar days following the bid date and hour. All bidders agree to be bound by their bids until the expiration of this stated time period.

CONDITION OF AWARD:
It is the intent of Skagit County to award a contract to the lowest responsive and responsible bidder. The Board of Skagit County Commissioners reserves the right to reject any or all bids for cause and to waive minor irregularities in the bidding.

EXECUTION OF CONTRACT:
Within ten (10) calendar days after the Award date, the successful Bidder shall return the signed contract, all required insurance certifications required, and any other required documentation as specified in this document. Skagit County may grant up to a maximum of ten (10) additional calendar days after the Award date for return of the documents, provided that Skagit County deems the circumstances warrant it.

FAILURE TO EXECUTE CONTRACT:
Failure to return the insurance certification and bond with the signed Contract as required, or failure or refusal to sign the Contract shall result in forfeiture of the proposal bond of this Bidder. If this should occur, the Contracting Agency may then Award the Contract to the second lowest responsible Bidder or reject all remaining bids. If the second lowest responsible Bidder fails to return the required documents as stated above within the time provided after Award, the Contract may then be awarded successively in a like manner to the remaining lowest responsible Bidders until the above requirements are met or the remaining Proposals are rejected.

INSURANCE:
The Contractor shall provide proof of insurance for Commercial General Liability or Professional Liability in the amount of $1,000,000.00 to cover Contractor's activities during the term of this Contract. Proof of insurance shall be in a form acceptable and approved by the County. Contractors insurance shall be primary. The type of insurance required by this Agreement is marked below.

1) <u>Commercial General Liability Insurance</u>
Certificate Holder – Skagit County
The Certificate must name the County as additional insured:
Skagit County, its elected officials, officers and employees
are named as additional insured.
Thirty (30) days written notice to the County of cancellation
of the insurance policy.

2) <u>Professional Liability</u>
Certificate Holder – Skagit County
Thirty (30) days written notice to the County of cancellation
of the insurance policy

<u>NOTE:</u> No contract shall form until and unless a copy of the Certificate of Insurance, properly completed and in the amount required, is attached hereto.

DESCRIPTION OF SERVICES

SCOPE OF WORK:
Skagit County is interested in obtaining the services of a Wastewater Treatment Maintenance Contractor to provide regularly scheduled and on-call services and repairs to the Edison Wastewater Treatment Facility and connections within the Edison Subarea, located in Skagit County.

ANTICIPATED SERVICES:
The service contract will consist of, but may not be limited to, all phases of temporary or permanent assembly, installation, maintenance, repairs, and other related miscellaneous items. It is anticipated that 90% or more of the work will be performed during the Contractor's normal business hours; however, emergent response time is required within two (2) hours. The following is the Monthly, Quarterly, Yearly and On-Call services anticipated but not limited to:

Monthly Duties:

a. Read and record the water meter readings at a minimum of seven (7) commercial food preparation sites per year and the Edison School (readings should be on a regular interval at the same time and same day of the month, with adjustments for weekends). Create a written record and forward to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

b. Pump the Clarifier to the Main Tank at the Wastewater Treatment Facility.

c. Read and report Lift Station pump readings along with maintaining the Lift Station as needed monthly.

d. Visually inspect the Pump Station, record the run and cycle times, create a written record and forward to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

e. Report any ponding, loose lids or other visually observed issues at the Residential and Commercial sites. If repairs are needed, billings need to be submitted directly to the Resident or Commercial business. Edison Fund 150 and Skagit County are not responsible for bills incurred for Residential and Commercial businesses.

f. Attend the monthly Edison Advisory Board meetings to report on maintenance issues and provide recommendations on the best maintenance practices.

g. Prepare monthly invoices for the fixed monthly billing rate of **$**___________ which includes monthly, quarterly and yearly duties.

h. Create a written and electronic record and provide the copies of results in both written and electronic format to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee along with any grease or Septic Tank Effluent Pump (STEP) tank measurements.

i. Attend the Edison Advisory Board meetings, once monthly, every third Wednesday of the month at 5pm.

Quarterly Tasks

a. Visually inspect all tank lids to confirm that they are fastened down and watertight. Any leaking or loose rings, risers, or lids shall be scheduled for correction and repaired.

b. Record cycles and run hours on running time meters for all pumped tanks and record the information in a written and electronic format that is provided quarterly to the Edison Advisory Board. Inform Edison Advisory Board of unusual or excessive run- time cycle counts or low use sites.

c. Determine the thickness of the scum and grease layers at a minimum of seven (7) Commercial food preparation sites, along with the Edison School to determine whether pumping is required and provide this information to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

d. Read and record the wastewater usage for those homes north of the Edison Slough by reading the wastewater flowmeter at the Lift Station and provide gallons per day per site usage information.

e. FOG and BOD sampling of the Commercial sites and the Edison School shall be conducted at a minimum of quarterly. Upon the Edison Advisory Board' s request, additional sampling may be needed. These samples shall be of a grab and composite method.

f. Create a written and electronic record of the above information and results, and provide copies, in both formats, to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

Yearly Duties:

a. Using an industry standard measuring device (e.g. sludge judge) to accurately and reliably determine the sludge depth in feet and inches:

b. Measure the sludge depth in feet and inches, referenced from the bottom of the tank, and scum thickness measured in feet and inches, for Residential Tanks, and document the levels for all residential tanks in both written and electronic format and provide copies of both formats to the Edison Advisory Board.

c. Measure the sludge depth in feet and inches, referenced from the bottom of the tank, and scum thickness measured in feet and inches, for all Commercial and Edison School (grease and septic), main plant tank and small settling tank, and record the information for all tanks in both a written and an electronic format and provide copies of both formats to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

d. Provide advance notice to each site when the sludge measurements will be taken (via email, regular mail, phone, or other means).

e. Inspect (all) the pigging ports and Air Release Valves (ARVs), and check that they are operable and free of grease plugs. Inspect collection lines for wear, infiltration, and plugging. Provide written confirmation of inspection to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

f. Create a written and electronic record of the tank results and provide copies of both formats of the results of all above inspections to the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee.

g. Residential pump and septic tanks, filters and operating parts shall be inspected at a minimum annually on a schedule as determined by the Edison Advisory Board.

h. Any required maintenance for observed problems shall be submitted to the Edison Advisory Board in writing for approval and repairs shall be scheduled. Maintenance and/or repairs under this section shall be billed directly to the property and/or business owner at the contractor’s billing rate(s).

On-Call Activities by the Edison Board

a) Additional sampling sites, maintenance activities and/or repairs may be requested in writing from time to time by the Edison Advisory Board (and written notice provided to Skagit County) due to activities on site. When this happens, the Contractor shall bill the subject property and/or business owner directly at the contractor's approved billing rate(s). Services include but are not limited to:
   - Responding to alarm callouts for the Pump Station or Lift Station.
   - Responding to alarm callouts for Residential or Commercial Businesses.
   - Tank/Lid repairs noted in inspection reports.
   - Pump Station repairs and maintenance.
   - Under house inspections for Residential.
   - Pumping of Commercial and Edison School Tanks along with Grease Traps.
   - Pumping Residential Tanks.
   - Utility Locate for public right of way.
   - Utility Locate for Residential or Commercial.
   - Repairs to components of the sewer connection downstream of the influent flange of the septic or grease interceptor tank.

b) For any On-Call service work performed, Contractor may bill at a rate of **$**_______ per hour and submit separate invoicing with proper documentation of the specific services provided, not to exceed more than **$**_______ per calendar year

c) On-Call or as needed maintenance invoices must be approved and signed off by the Edison Advisory Board and/or their designee along with the Planning Director or his/her designee before invoices are submitted or paid.

d) Contractor acknowledges that the Edison Fund 150 nor Skagit County shall not be liable for fees and costs incurred by Businesses and/or Residents for On-Call Services. Refer to Skagit County Code 12.64.

Materials for Service

- Required tools, lids, pumps, valves, seals, etc. purchased for the maintenance of the Edison Subarea Sewer System must be billed at the time of Service.

- Invoicing for Businesses and/or Residents: materials used or purchased to address a maintenance concern must be added to the invoice as part of the cost of service and billed directly to the Businesses and/or Residents at the time of service. Edison Fund 150 and Skagit County are not responsible for bills incurred for Businesses and/or Residents. Refer to Skagit County Code 12.64.

8 – New Business

A. Review Draft Assessments

Annual Assessments 2027

Customer	Customers	Residential ERU	FSC Charges	Other Charges (Not in ERU)	Totals
Residential	57	$1,081			$61,639
Food Service Commercial:					
Cafe	1		$2,780.53		$2,781
Longhorn	1		$5,530.40		$5,530
Breadfarm	1		$3,806.66		$3,807
Tweets	1		$2,780.53		$2,781
Mariposa	1		$2,861.68		$2,862
Edison Inn	1		$4,221.15		$4,221
Edison School	1		$3,410.48		$3,410
Subtotal	64		$25,391.42		**$87,030**
ADU's (1/2 ERU)	4	$541			$2,162
Outstanding Shares Admin Fee **(Future Connections)**	10			$120.00	$1200.00
Total					**$90,392**

Base ERU Calculation

	Annual Cost Prior Year	Residential Customers	Food Service Commercial Customers	Total Customers	ERU
Operations & Maintenance Shared Only = O&M - FSC Direct - Reserve Fund Expeditures	$59,929	57	7	64	$936
Impact Fees					
Flow					$40
BOD					$55
FOG					$50
Capital Expense	$0	57	7	64	$0
Reserve Fund		57	7	64	$0
				Total	**$1,081**

Food Service Direct

Budget Item	Vendor	Cost
FSC Direct Impact - 25% of Maintenance Contract	Drain Doctor	$9,780
	Drain Doctor	
Lab Testing		$2,416
TOTAL		**$12,196**

FSC LOADING FEES	(from FSC worksheets)	$6,641

Operations & Maintenance - 2025/2026

Budget Item	Vendor	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	Total	
Administrator	ESAB	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$0.00	
Operator - Contract	Bayhill Wastewater	$ 820.00	$ 820.00	$ 820.00	$ 820.00	$ 820.00	$ 820.00	$ 870.00	$ 870.00	$ 870.00	$ 870.00	$ 870.00		$9,270.00	
Operator - Services	Bayhill Wastewater														
Maintenance - Contract	Drain Doctor	$2,833.00	$2,833.00	$2,833.00	$2,833.00	$2,833.00	$2,833.00	$3,687.00	$3,687.00	$3,687.00	$3,687.00	$7,374.00		$39,120.00	
Maintenance - Services	Drain Doctor		$10,028.00				$5,357.50	$2,794.42	$2,444.42						
Skagit County Staff	Skagit County	$729.07	$810.62	$259.80	$490.78	$3,759.90	$618.56	$126.60	$238.13	$364.11	$323.56	$358.22	$0.00	$8,079.35	
Communications	Skagit Publishing, etc.						$161.40							$161.40	
Mowing & Power	B-E School District	$1,893.25			$1,465.96		$916.50				$690.49			$4,966.20	
Electrical	Dahl, Coast Control	$594.00												$594.00	
Utility Locates	Utilities Undergroud Locates	$1.35	$1.35	$6.75	$1.35	$2.78	$1.35					$1.38		$16.31	
Testing - PLANT	Edge Analytical	$124.00				$248.00			$124.00	$904.00	$248.00	$124.00		$1,772.00	
Testing - FSC						$904.00						$1,512.00		$2,416.00	
Supplies: UV Bulbs, etc.	Trojan													$0.00	
Equipment: Pumps, etc	DHM Industry, PumpTech				$5,000.45						$5,916.54				
Sympro Prof. Services	Interest Account Charges?			$11.10	$10.79	$11.19	$10.86	$11.27	$11.31		$11.68	$11.35		$89.55	
Computer Programming and Maintenance	ATS							$1,860.00						$1,860.00	
Permit Fees	Washington Department of Ecology		$645.00											$645.00	
Studies and Reports	Gray & Osborn													$0.00	
Ground Water Monitoring Study												$472.47		$472.47	
2026Q1PDSEdison - CENTRAL												$246.30		$246.30	
	Subtotal	**$ 6,994.67**	**$ 15,137.97**	**$ 3,930.65**	**$ 10,622.33**	**$ 8,578.87**	**$ 10,719.17**	**$ 9,349.29**	**$ 7,374.86**	**$ 5,825.11**	**$ 11,747.27**	**$ 10,969.72**	**$ -**	**$69,708.58**	**Total**

FSC Percent Shared Maint.	25%	$9,780.00
FSC Clarifier Pump		$0.00

FSC Lab Testing	$0.00
FSC Tank Pumping	$0.00
Subtotal FSC	$9,780.00
Shared User Expenses Total	$59,928.58

County Labor Expenses

Budget Item	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	Total
County STAFF													
Salaries and Wages	$626.82	$399.49	$184.38	$405.62	$399.47	$344.16	$126.60	$177.15	$309.98	$204.52	$252.32		$3,430.51
Social Security	$17.38	$63.23	$11.30	$13.61	$3,200.00	$59.53	$0.00	$12.49	$8.65	$21.69	$19.37		$3,427.25
Retirement	$21.32	$48.09	$8.57	$10.28	$24.17	$45.08	$0.00	$9.44	$6.57	$16.36	$14.63		$204.51
Labor and Industries	$0.82	$3.46	$0.74	$0.89	$1.94	$3.11	$0.00	$0.72	$0.39	$1.48	$1.19		$14.74
Medical	$59.79	$285.48	$52.87	$58.06	$129.18	$156.33	$0.00	$36.23	$37.20	$75.70	$67.24		$958.08
Employment Security	$2.94	$10.87	$1.94	$2.32	$5.14	$10.35	$0.00	$2.10	$1.32	$3.81	$3.47		$44.26
sum													$8,079.35

Skagit Clean Water District
2026 Assesments

Edison Cafe							
Base ERU				**FSC Customer**			
Item	**ERU**	**ERU Load**	**Unit**	**Actual**	**Unit**	**Multiplier**	
Operations &	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	26	GPD	1.00	$40.00
BOD	$55	42,839,683	mg/L/year	4,884,312	mg/L/year	1.00	$55.00
FOG	$50	3,725,190	mg/L/year	419,689	mg/L/year	1.00	$50.00
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$2,478.53**
						Testing	**$302.00**
							$0.00
						Total	**$2,780.53**

1/8 true cost of Prior year testing

FSC LOAD FEE

$145.00

Skagit Clean Water District
2026 Assesments

Longhorn

Base ERU				FSC Customer			
Item	**ERU**	**ERU Load**	**Unit**	**Actual**	**Unit**	**Multiplier**	
Operations & Maintenance	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital Project				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	492	GPD	3.64	$145.77
BOD	$55	42,839,683	mg/L/year	927,473,282	mg/L/year	21.65	$1,190.74
FOG	$50	3,725,190	mg/L/year	116,103,407	mg/L/year	31.17	$1,558.36
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$5,228.40**
						Testing	**$302.00**
						Total	**$5,530.40**

1/8 true cost of Prior year testing

FSC LOAD FEE
$2,894.87

Cell E8 Enter the Gallons of Water used per Day average from the meter data

Cell E9 Enter BOD value from sampling data

Cell E10 Enter FOG value from sampling data

Cell H14 Testing fee is standard, do not change without board review of testing fee

Cell H15 Pumping enter actual cost for the previous year

Skagit Clean Water District
2026 Assesments

Breadfarm

Base ERU				FSC Customer			
Item	ERU	ERU Load	Unit	Actual	Unit	Multiplier	
Operations & Maintenance	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital Project				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	516	GPD	3.82	$152.86
BOD	$55	42,839,683	mg/L/year	347,863,216	mg/L/year	8.12	$446.61
FOG	$50	3,725,190	mg/L/year	20,090,876	mg/L/year	5.39	$269.66
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$3,202.66**
						Testing	**$604.00**
							$0.00
						Total	**$3,806.66**

2/8 true cost of Prior year testing

FSC LOAD FEE

$869.13

Cell E8 Enter the Gallons of Water used per Day average from the meter data

Cell E9 Enter BOD value from sampling data

Cell E10 Enter FOG value from sampling data

Cell H14 Testing fee is standard, do not change without board review of testing fee

Cell H15 Pumping enter actual cost for the previous year

Skagit Clean Water District
2026 Assesments

Tweets

Base ERU				FSC Customer			
Item	**ERU**	**ERU Load**	**Unit**	**Actual**	**Unit**	**Multiplier**	
Operations & Maintenance	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital Project				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	30	GPD	1.00	$40.00
BOD	$55	42,839,683	mg/L/year	9,269,914	mg/L/year	1.00	$55.00
FOG	$50	3,725,190	mg/L/year	1,493,486	mg/L/year	1.00	$50.00
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$2,478.53**
						Testing	**$302.00**
						Total	**$2,780.53**

1/8 true cost of Prior year testing

FSC LOAD FEE

$145.00

Cell E8 Enter the Gallons of Water used per Day average from the meter data

Cell E9 Enter BOD value from sampling data

Cell E10 Enter FOG value from sampling data

Cell H14 Testing fee is standard, do not change without board review of testing fee

Cell H15 Pumping enter actual cost for the previous year

Skagit Clean Water District
2026 Assesments

Edison Inn

Base ERU				FSC Customer			
Item	**ERU**	**ERU Load**	**Unit**	**Actual**	**Unit**	**Multiplier**	
Operations & Maintenance	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital Project				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	380	GPD	2.81	$112.59
BOD	$55	42,839,683	mg/L/year	423,553,198	mg/L/year	9.89	$543.78
FOG	$50	3,725,190	mg/L/year	69,232,646	mg/L/year	18.58	$929.25
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$3,919.15**
						Testing	**$302.00**
						Total	**$4,221.15**

1/8 true cost of Prior year testing

FSC LOAD FEE

$1,585.63

Cell E8 Enter the Gallons of Water used per Day average from the meter data

Cell E9 Enter BOD value from sampling data

Cell E10 Enter FOG value from sampling data

Cell H14 Testing fee is standard, do not change without board review of testing fee

Cell H15 Pumping enter actual cost for the previous year

Skagit Clean Water District
2026 Assesments

Mariposa

Base ERU				FSC Customer			
Item	**ERU**	**ERU Load**	**Unit**	**Actual**	**Unit**	**Multiplier**	
Operations & Maintenance	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital Project				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	164	GPD	1.21	$48.45
BOD	$55	42,839,683	mg/L/year	63,009,186	mg/L/year	1.47	$80.89
FOG	$50	3,725,190	mg/L/year	7,212,301	mg/L/year	1.94	$96.80
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$2,559.68**
						Testing	**$302.00**
						Total	**$2,861.68**

1/8 true cost of Prior year testing

FSC LOAD FEE

$226.15

Cell E8 Enter the Gallons of Water used per Day average from the meter data

Cell E9 Enter BOD value from sampling data

Cell E10 Enter FOG value from sampling data

Cell H14 Testing fee is standard, do not change without board review of testing fee

Cell H15 Pumping enter actual cost for the previous year

Skagit Clean Water District
2026 Assesments

Edison School

Base ERU				FSC Customer			
Item	**ERU**	**ERU Load**	**Unit**	**Actual**	**Unit**	**Multiplier**	
Operations & Maintenance	$936	1	Each	1	Each	1	$936.38
FSC Direct Impact				1	Each	1	$1,397.14
FSC Direct Capital Project				1	Each	1	$0.00
Impact Fee							
Flow	$40	135	GPD	834	GPD*	10.00	$400.00
BOD	$55	42,839,683	mg/L/year	223,692,912	mg/L/year	5.22	$287.19
FOG	$50	3,725,190	mg/L/year	6,538,716	mg/L/year	1.76	$87.76
Planned Capital	$0	1	Each	1	Each	1	$0.00
Reserve Fund	$0	1	Each	1	Each	1	$0.00
Subtotal	**$1,081**					**Subtotal**	**$3,108.48**
						Testing	**$302.00**
							$0.00
***Note: Per ESCWD Policy xx.xx, the Edison School is assessed a Flow impact rate 10 times one ERU**						**Total**	**$3,410.48**

1/8 true cost of Prior year testing

FSC LOAD FEE

$774.95

Cell E8 Enter the Gallons of Water used per Day average from the meter data

Cell E9 Enter BOD value from sampling data

Cell E10 Enter FOG value from sampling data

Cell H14 Testing fee is standard, do not change without board review of testing fee

Cell H15 Pumping enter actual cost for the previous year