

Belfair Water District #1
December 11, 2018
Regular Meeting
6 p.m.

Commissioners Present

Linnie Griffin
Jill Satran-Loudin
Mike Pope (Excused)

Staff Present

Dale Webb
Sherri LaHaie
James Freeman

Guest

- 1) Commissioner Griffin called the meeting to order at 6:00 pm / Flag Salute.
- 2) Public Comments – No public comments.
- 3) Accounts Payable were read by Commissioner Griffin. A Motion was made by Commissioner Satran-Loudin to Accept and Approve Accounts Payable Warrants #7872 - #7902. Commissioner Griffin 2nd the Motion. Commissioner Griffin called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

- 4) Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the November 27, 2018 meeting. The Motion was 2nd by Commissioner Griffin. Commissioner Griffin called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

- 5) Petty Cash is at \$250.00. (Cash = \$117.85 and Receipts = \$132.15 = \$250.00). The Cash Drawer has \$200.00. Commissioner Satran-Loudin verified before today's meeting. Commissioner Satran-Loudin Read and Motioned to Accept and Approved Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Griffin. Commissioner Griffin called for the vote.

Motion Carried 2 Ayes, 0 Nays, 1 Absent

- 6) **Business to be Completed –**

Resolution 2018-05 Cross Connection Policy – Commissioner Griffin said things are moving ahead in a positive direction. Commissioner Satran-Loudin made a motion to approve the Resolution to establish Belfair Water District #1 cross connection policy. Commissioner Griffin called for the vote

Motion Carried 2 Ayes, 0 Nays, 1 Absent

2019 Budget – Commissioner Griffin stated she is delighted with the budget. Commissioner Pope also expressed that he was happy with the budget via phone conversation with Webb.

A Motion was made by Commissioner Satran-Loudin to Accept and Approve the 2019 Budget. Commissioner Griffin 2nd the Motion. Commissioner Griffin called for the vote.

Motion Carried 2 Ayes, 0 Nays, 1 Absent

Commissioner Griffin mentioned to the Board that Commissioner Pope is to be excused for three months; Webb said the statement needs to be made.

7) **Manager Update:**

Developer Standards, Developer Contract and Fee Policies – Webb reiterated that we will start focusing on this in 2019.

Overton and Associates, Developer extension contract– Logging around Well 4 is complete and will begin process on property soon. Commissioner Satran-Loudin asked if it will be accessible, and Webb said the entrance will be on the back side of McDonalds and access will come through the Log Yard. Commissioner Griffin asked if there will be building near the Well site, and Webb said it is a possibility and will be in further discussion with Overton in the next few weeks. Webb told the Board that Overton is planning on developing 240+ homes up the hill behind McDonalds. Webb told the Board that he received a call from Kelly from Cascade Floral (owner) and was upset that logging trucks were coming onto his property. Webb said that we paid them \$9000 for the easement and asked Kelly for a copy of the easement agreement. Kelly was frustrated with Overton, not the District. Webb told Kelly that the logging trucks should only be there another day or two and offered to put more rocks down as a good faith effort. Kelly wanted Webb to open our gate and allow Overton's trucks to come through the District's property, which Webb agreed to. Overton is in talks with Webb about providing the District a better road at the Well site, which would be to our advantage.

Commissioner Satran-Loudin asked where the hydrant was located, and Webb told her it was approximately 300-400 feet from the PRV.

Comp Plan/Stantec/Wellhead Protection Plan – Moving ahead; Pam from Stantec will be presenting Webb with a path.

Yaweh Manor Developer Extension – Service line was clipped on December 1; South Shore Construction came out to repair. Locate was off by 3 feet. Commissioner Satran-Loudin said that Mosquito Fleet tied into the water line while trying to put in new curbs on Hwy 106. Commissioner Griffin stated the new sidewalks is costing the District money.

Maintenance and Operations:

- Raising boxes and meters for the sidewalk project
- Rebudgeting process and adding new account for USDA B; also working on transfers to consolidate funds
- Maintenance of vehicles and equipment. The Silverado needs the transmission checked out
- December 17th Alex and Quincy will hopefully be here; Alex will be here for the full semester
- December 21st, beginning around 11:30am there will be a potluck at the District office; all are invited

DOR Audit/Appeal Process – No news yet – the attorney is out of the office for the holidays.

New Business:

Commissioner Griffin and Freeman went to the Section Meeting in Kelso. A lot of information was presented; overall it was a valuable meeting.

Webb and Freeman will be putting in new sample station on Overton's property.

- 8) **Commissioners Comments** – Commissioner Griffin mentioned the District staff should send out holiday cards to vendors and businesses in the county. Freeman said he put in 14 new meters the last two weeks. He is also looking into purchasing a new generator. LaHaie said she was working on transfers, holiday cards and looking forward to having Quincy and Alex back. Commissioner Satran-Loudin told the staff to keep up the good work.

Meeting Adjourned 7:00 pm

December 11, 2018 Meeting Minutes Approved by:

Commissioner Pope *Mike Pope* Date: January 8, 2019

Commissioner Satran-Loudin *Jim Sat-Loudin* Date: January 8, 2019

Commissioner Griffin *Linn Griffin* Date: January 8, 2019

BELFAIR WATER DISTRICT No.1

ESTABLISHED 1966

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