

Belfair Water District #1  
May 22, 2018  
Regular Meeting  
6 p.m.

**Commissioners Present**

Linnie Griffin  
Jill Satran-Loudin  
Mike Pope

**Staff Present**

Dale Webb  
Sherri LaHaie

**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 Pope. A Motion was made by Commissioner Satran-Loudin to Accept and Approve Accounts Payable Warrants #7567 - #7580. Commissioner Griffin 2<sup>nd</sup> the Motion. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 4) Motion was made by Commissioner Pope to approve the Meeting Minutes from the May 8th, 2018 meeting. The Motion was 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 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 Pope Motioned to approve and accept the Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Satran-Loudin. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes, 0 Nays

- 6) Business to be Completed –

Commissioner Griffin questioned if the hydrants needed to be moved, Webb told her not at this time.

- 7) **Manager Update:**

**Developer Standards and Contract and Fee Policies** – The Standards and contract fee policies are in process. Webb will get provide the Board a draft, but he stated that he is still working through some questions that still need further research. Webb and the staff are still checking other district fees to make sure the District is doing their due diligence to present a complete product draft for review.

**Overton and Associates, Developer Extension Contract** – Nothing new, still working on details. Possibility of additional line will be added. Commissioner Satran-Loudin asked if the lines will extend out to Lake Flora. Webb said that is part of the plan.

**Comp Plan/Stantec** – Nothing new; Commissioner Pope says it should be worked on and Webb agreed that once the Fire Flow data comes in, it will move fast. Commissioner Pope also said he wanted the District to look into abandoned hook-ups and Webb agreed.



**Wellhead Protection Plan** – Currently waiting for the draft.

**Maintenance and Operations –**

- The focus has been on the Annual Report, which LaHaie and Webb have completed, and it has been reviewed by BIAS multiple times and edits have been made. It is now complete as of today, and we will be filing tomorrow, one week ahead of deadline. BIAS has congratulated us on the work we put into this. Webb provided copies of the submittal and schedules.
- Fixed leaking service on Hwy 106. Rented equipment, and Jim and Ruby performed the repair.
- Jim and Sherri are working on the Consumer Confident Report. We will be producing in-house for 2018 report and creating the template for future reports.
- Riding lawnmower is repaired and mowing. All of our small equipment is up and running. PRV is rebuilt and adjusted to allow the wells in the lower to operate as well as turn over in the tower, blending the system.

**Romance Hill Control Reprogramming** – VFD programmer from ERWOW came and looked over this station as well as Rasor Rd. The District is working on some of the possible settings that may allow the system to run more efficiently. Webb said the programmer gave options to try a couple things to make the pump more efficiently. Webb will keep the Board posted on progress.

**Hummingbird Well site** – Nicholson came and treated the well and we pumped it for 12+ hours to get it clear. As of today we have started it and ran it multiple times for several hours each time. The water has stayed clear and has good flow and recovery. We will be testing Thursday and back online by the weekend if all goes well.

**Well #1** – Working well, the warmer weather is starting to increase run times, so getting Hummingbird back online would be helpful, but no issues so far to report.

**DOR Audit/Appeal process** – Still waiting to meet on the 30<sup>th</sup> of May to prepare for the meeting in Tumwater on the 4<sup>th</sup> of June.

8) **SR-3 Project** – Waiting on DOR appeal.

9) **New Business** – Commissioner Pope is having surgery on June 1<sup>st</sup>. Commissioner Griffin reminded him that the DOR hearing is on June 4<sup>th</sup>. Commissioner Griffin said Safety Days is June 12<sup>th</sup> and June 14<sup>th</sup>.

10) **Commissioners Comments** – Commissioner Satran-Loudin thanked the District staff.

Meeting Adjourned 6:50 pm

May 22, 2018 Meeting Minutes Approved by:

Commissioner Pope \_\_\_\_\_ Date: June 12, 2018 (ABSENT)

Commissioner Satran-Loudin \_\_\_\_\_ Date: June 12, 2018

Commissioner Griffin \_\_\_\_\_ Date: June 12, 2018