

Belfair Water District #1  
July 24, 2018  
Regular Meeting  
6 p.m.

**Commissioners Present**

Linnie Griffin  
Jill Satran-Loudin  
Mike Pope

**Staff Present**

Dale Webb  
Sherri LaHaie  
Jim 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 Pope. A Motion was made by Commissioner Satran-Loudin to Accept and Approve Accounts Payable Warrants #7663 - #7679. Commissioner Pope 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 Satran-Loudin to approve the Meeting Minutes from the July 10, 2018 meeting. The Motion was 2<sup>nd</sup> by Commissioner Pope. 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 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes, 0 Nays

- 6) **Business to be Completed** – Commissioner Griffin is pleased with the maintenance of the grounds at all the sites and complimented Freeman on a job well done. Freeman mentioned that the District will be putting up emergency contact signs at all locations.

7) **Manager Update:**

**Theler Center Fire Line DEC** – Joan at North Mason School District has submitted and the check is in process. Need to get the agreement signed by the Board Chair and Secretary and we will give her copies to file. The two-year maintenance bond for this project is not necessary. It is life safety for a school district and on private property. If it fails they will be required by the fire department to repair before the building is usable. Webb stated that we will get our easements in place. They are being engineered right now. Motion was made by Commissioner Satran-Loudin to approve Resolution 2018-02. Commissioner Pope 2<sup>nd</sup> the Motion. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes, 0 Nays



**State Audit 2018** – LaHaie is working through any and all issues with April Taylor (SAO). We have an entrance conference tomorrow at 2pm. Hopefully a Commissioner will be able to attend. Overall Webb thinks it's going well.

**IRS** – LaHaie and Webb spent time with the IRS via phone and can now report that we are complete and current with them right now.

**WA State Raises Commissioner Pay Rates 7-1-2018** – The rate for compensation for Commissioner is now \$128.00/day, with new annual of \$12,288.00.

**\*Action Item\*** - Check into credit card renewals for Commissioners and reservations for Fall Conference in Spokane.

**Developer Standards, Developer Contract and Fee Policies** – Working through with Freeman and will be checking with Mason County and Fire for their thoughts, then working out a draft.

**Overton and Associates, Developer Extension Contract** – Zephyrs have been delayed. Webb will be touching base with them this week.

**Comp Plan/Stantec/Wellhead Protection Plan** – Currently in process.

**Maintenance and Operations** – Field staff and staff and have working diligently and the cleaning and repairs are complete at Rasor and Hummingbird. Repairing the leaks in the concrete reservoirs is ongoing and are looking good. Continuing to do work on swapping out meters and checking and fine tuning the High and Low consumption reports. Well 4 is running once a day, making fresh chlorine, and the other wells are blending in very well. Romance is next for cleaning and repairs this summer. Tree trimming has already occurred and the air conditioner that is at the site to keep the temp down on the electrical equipment is working well and the power bill is staying down. Towing contract is executed, and the signs are being put up as we can get to them. Shut offs have drastically decreased and bills are getting paid and the public perception of the District is very positive based on customer/public interactions. Webb complimented compliment staff and the board for this.

**Romance Hill Control Reprogramming** – Still on the list, nothing new at this time.

**DOR Audit/Appeal process** – LaHaie and Webb had a meeting with attorney Tom Burke and went over the presentation and arguments for and against. Webb encouraged Burke to take a strong stance in our hearing. The meeting was held in Tumwater on July 17. Burke presented a very strong case for the District. Webb included his power point for the Commissioners, with Webb's statements and Burke's and pointing out that the District's case was backed by actual case law, and theirs based on opinion from their department. Ethan (DOR) agreed we had the "upper hand" and that he did not get cases like this very often. The DOR is in no hurry to come to a decision on this matter. Webb's feeling is that they are stalling to get the District to settle, because of the USDA loan timeframe for closing it out.

Webb asked to get the Board's blessing to be the representative of record for this arbitration, with the ability to sign for a settlement if necessary, but would like to push back and make them come to a decision. Webb does not wish to take this to court and spend any more money on attorney fees than already spent. Webb has prepared a settlement for 25% of the original total prepared by Tom, but Webb would like to present it to the pool for review, and feels like we could come out of this at much less or nothing owed as Webb does not feel that they wish to take this to court either. Webb asked the Board's permission to have authority to fight back on the settlement.

A Motion was made by Commissioner Pope to give authority for Webb to fight this. Motion was 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Griffin approved the vote.

Motion Carried 3 Ayes, 0 Nays

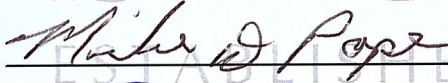


- 8) **SR-3 Project** – Received the final invoice from WSDOT yesterday and will be working with Ambrea (USDA) and Ron (Cashmere) to do a final draw on the 2015B loan to pay and then close out the project. Then we will begin the resolution process to close out the BAN.
- 9) **New Business** – Commissioner Satran-Loudin asked if the Comp Plan is close. Webb thinks it will be dragged out.
- 10) **Commissioners Comments** – Commissioner Satran-Loudin said the staff is doing a wonderful job. Commissioner Griffin praised the Staff to the Auditor. She asked about the towing signs. Freeman said Razor and Hummingbird so far.

Meeting Adjourned 6:50 pm

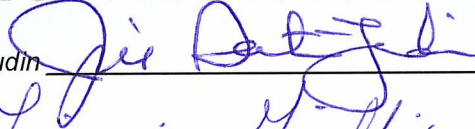
July 24, 2018 Meeting Minutes Approved by:

Commissioner Pope



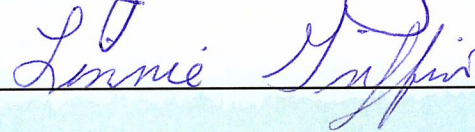
Date: August 14, 2018

Commissioner Satran-Loudin



Date: August 14, 2018

Commissioner Griffin



Date: August 14, 2018

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