

Belfair Water District #1
August 27, 2024
Regular Meeting
3 p.m.

Commissioners Present

Greg Born
Jill Satran-Loudin
Mike Pope-Absent

Staff Present

Dale Webb
Valisa Douglas
James Freeman

Guest

- 1) Commissioner Born called the meeting to order at 15:00 / Pledge of Allegiance led by Commissioner Born.
- 2) Public Comments - none
- 3) Accounts Payable were read and a motion was made by Commissioner Satran-Loudin to Accept and Approve Accounts Payable Warrants #11308 - 11323. Commissioner Born 2nd the Motion. Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 4) A Motion was made by Commissioner Born to approve the Meeting Minutes from the July 23rd, 2024, meeting. The Motion was 2nd by Commissioner Satran-Loudin. Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 5) Petty Cash is \$250.00. The Cash Drawer is \$200.00. Commissioners Born verified before today's meeting. Commissioner Born read and Commissioner Satran-Loudin motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Born, Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 6) **Business to be Completed:**

- 7) **Manager Update:**

Olympic View Development

The money has been received for the Bond Claim, the work is done by Zephyrs and the bills were processed in the current warrant run to be sent out this week. We are currently waiting for Kaufman to reach out to have an onsite meeting probably later in September around the 16th – 20th. DRK has been in touch and it appears they will be the primary contractor on site doing the dirt work and infrastructure as well as the building.

CEDS Project Funding

Generator Project

Southworth Electric has been working on the step-down transformer and getting the generator ready to power the office during power outages. Hope to be done by end of September.

Well 6 Project

We are waiting for the reports for the test pumping and the forecasting. The casing is sealed and welded and the driller has removed all their equipment. Will update the board as information comes in on the reports and well logs, and will continue to pursue the funding for our numerous projects that range from reservoirs, to wells to buildings.

Overton and Associates

Nothing new to report

Romance Hill Booster Station

Talked with Rick Krueger about the property, currently he is working on getting the proper backflow installed at the urgent care facility. We will get together in September and work the property out. Currently gathering information from legal counsel to make sure we have all the bases covered as we move forward with this. Commissioner Pope said maybe we could get it as a donation to the district, Webb answered that this is unlikely and we will look to negotiate a fair and equitable price given the infrastructure and existing easements occupying this space. We are gathering information on the skid and pumps and met with a local engineer that we can hopefully work with to answer our questions specific to the site to be able to get the quotes to replace the skid at the station and meet the needs for the District in the future. Will be borrowing line locating equipment from West Sound Utility District to follow up with our current meeting to try and get a read on what is under the ground there. More to follow as we gather this information.

39 Acres Site

Project is on hold at this time.

Maintenance and Operations –

James Freeman to report.

Had a main break on razor road tank site, there were three 80# concrete landscape blocks stack on top of a 2" cap on the pressure side of the main, the cap ended up worn thru and broken.

Bob was off 2 days for vacation, Jim 7hrs and Alex took 2 days.

Currently 2/3 of the way thru meter marking and should finish next month early.

Built the fence on top of the wall in parking area. Reset 2 meter boxes and installed 2 on daybreak.

Urgent care backflow assembly meeting, Alex worked the fair, a low pressure bad PRV in Roessel. Zephyrs fixed the PRV pit drains and then we had them clean the vault because there was mold and an oppressive odor and air, now smells better and is drying out quite well. Had 3 locates and headache rack adjustment on the 2500 so tool box would mount correctly. 5 shut off notices ended up locking out 2 meters and they all paid and are currently back on. Looked at other cross connection programs to see if there is a better path, decided for now to stay with what we have as Alex is working it and we are progressing, we can reevaluate in the future.

After the meter reads did 6 leak checks. Did final walk through with Zephyrs and that project is done. Had 1 high consumption check. Have been going through the boxes on the hill to make sure all the boxes are good after construction and once the home sells. Have checked 32 houses and did 7 box adjustments. Working to install hose bib at well 4 for testing and for our use. Did irrigation checks at Graham and top of the hill. Met with Matt with Olson Engineering and will be getting drawings for the lower shop addition as well as the upper shop replacement. Have painted 15 hydrants so far and have about 30 left to go. Should be done this year with painting if all goes as planned.

New Business:

No new business at this time.

9) Commissioners Comments:

Commissioners all expressed appreciation for the work and the effort being put out, "keep up the good work" Commissioner Pope asked if the building next door since it is for sale would it be beneficial to us, currently we have no place to really go as we grow and expand. After discussion and looking at the options all agreed that it would be better to focus our efforts towards going to where the expansion will be, on top of the hill. Webb is hoping to secure funding to purchase several acres there to include both wells and reservoir as well as a portion of blank ground for future building and Office and shop sites

After discussion on the WASWD conference and District attendance it was decided there would be no meeting on the 24th of September. Commissioner Born said "great job on Razor" and you are all doing great.

Meeting Adjourned at 16:05 By Commissioner Born.

August 27, 2024, Meeting Minutes Approved by:

Commissioner Pope  Date: September 10, 2024

Commissioner Satran-Loudin _____ Date: September 10, 2024

Commissioner Born  Date: September 10, 2024

