

Belfair Water District #1  
July 11, 2023  
Regular Meeting  
3 p.m.

**Commissioners Present**

Greg Born  
Jill Satran-Loudin  
Mike Pope

**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 –  
No Public Comments
- 3) Accounts Payable were read and a motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #10531-10547. Commissioner Satran-Loudin 2<sup>nd</sup> the Motion. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 4) A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the June 13th, 2023, meeting. The Motion was 2<sup>nd</sup> by Commissioner Born. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 5) Petty Cash is \$250.00. (Cash = \$117.85 and Receipts = \$132.15 = \$250.00). The Cash Drawer is \$200.00. Commissioner Born verified before today's meeting. Commissioner Born read and Commissioner Pope motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 6) **Business to be Completed:**  
None at this time.

- 7) **Manager Update:**

**Olympic Ridge, Olympic View development**

Olympic View Apartments- They are working on different issues throughout the project at this time, Jim may have more on that. (see operations report for any further details)

**Olympic Ridge Homes-**

Installed 10 meters today and issued another 10 adequacies. Should have more meters in August. (See operations report for more details)

**CEDS Project Funding**

Backup Generators for Well 4, Office and Romance Hill.

Southworth Electric is continuing to work on some of the installation in prep for the ATS gear. Also helping with Romance Hill booster station.

**Well 6 Project**

Waiting on Contractor to schedule

**Overton and Associates**

Nothing new at this time.

**Romance Hill Booster Station**

Fire pump was discovered to not be working correctly while doing flushing, Kurt with Southworth Electric was doing some testing with us and we lost a VFD on the booster pumps. Shannon Calvert with Calvert Technical our SCADA technician has been contacted to convert the station to VFD control like Rasor Road. This will fix the issues and stop the excessive run times and wear and tear on the pumps. (More in operations report)

**39 Acres**

The Permitting process is underway. Need to schedule Geotech report due to utilities on site and the steep slopes. We will locate the water to the best of our ability as well.

**Maintenance and Operations –**

Jim Freeman reported on maintenance and operations (see attached list of topics)

Jim Freeman introduced Robert Kobloth to the board, and all expressed they are glad to have Robert on board and Welcome.

Jim Freeman questioned the viability and duration of the performance bond that the district holds on the apartment work for phase 1. Dale Webb believes that the bond is for the duration until it is released by the district, Commissioner Pope advised we send a letter to attorney and have it reviewed again and make sure the bond is good given the problems brought up by Freeman. Webb said he would send it to the attorney for review.

Commissioner Pope asked about the cost of the Romance Hill project, Freeman estimates \$12,000 for controls and around \$20,000 final cost. Commissioner Pope said "we need the fireflow". Commissioner Born asked if we are good if there is a fire, Freeman explained the Fire Authority knows the pump is down and would respond with extra water until we let them know the system is functioning again.

Jim Freeman brought up the depth of the main up by MTA, very concerning to have brand new main being covered that deep. Commissioner Pope asked what we can do to help with this issue, Webb is reaching out and pressing the engineers for the project (EVA road) to address the line depth and he and Freeman will be working to resolve the issue to the satisfaction of the District.

Commissioner Pope questioned the meter availability and the increased cost, and asked if we had a buffer in place the last rate adoption to deal with the costs. Webb replied we do currently have a buffer.

**New Business:**

None at this time.


**9) Commissioners Comments:**

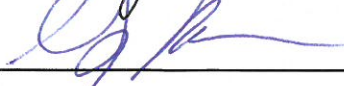
Commissioners again thanked the staff and again told Robert they are glad to have him aboard, Commissioner Pope said it is important to have and keep good people. "Keep up the Good Work!"

Meeting Adjourned at 16:08 By Commissioner Born.

June 11th, 2023 Meeting Minutes Approved by:

Commissioner Pope \_\_\_\_\_ Date: July 25, 2023

Commissioner Satran-Loudin  \_\_\_\_\_ Date: July 25, 2023

Commissioner Born  \_\_\_\_\_ Date: July 25, 2023