

Belfair Water District #1  
August 11, 2020  
Regular Meeting  
6 p.m.

**Commissioners Present**

Mike Pope  
Jill Satran-Loudin  
Greg Born

**Staff Present**

Dale Webb  
Sherri LaHaie

**Guest**

- 1) Commissioner Pope called the meeting to order at 6:07 pm / Flag Salute.
- 2) Public Comments – No public comments.
- 3) Accounts Payable were read by Commissioner Pope. A Motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #8750 - #8777. Commissioner Satran-Loudin 2<sup>nd</sup> the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 4) A Motion was made by Commissioner Pope to approve the Meeting Minutes from the July 28, 2020 meeting. The Motion was 2<sup>nd</sup> by Commissioner Born. Commissioner Pope 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 Born verified before today's meeting. Commissioner Satran-Loudin read and Motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2<sup>nd</sup> by Commissioner Born. Commissioner Pope called for the vote.

Motion Carried 3 Ayes, 0 Nays

- 6) **Business to be Completed:** No discussion.

- 7) **Manager Update:**

**Comp Plan/Stantec/Wellhead Protection Plan** – Copies of the draft provided to the Board. The current draft chapters as well as the hydraulic is about complete. Webb with them is working with them daily to push this to completion. Overton will be reviewing the draft once completed. Commissioner Pope commented that he would like Overton to protect the wetlands. Webb foresees the draft to Olympia the first week of September.

**Developer Standards, Developer Contract and Fee Policies** – In process.

**Employee Manual and District Policies update** In process – In process.

**Overton and Associates, Developer extension contract** – Webb is keeping in communication with them as we progress, looking to meet and go over potential grant funding for wells and emergency planning.

**Continental Floral** – Waiting to receive the full sets for stamping approved and working on the Developer's Extension Agreement.

**MTA Project and Roundabout** – See Resolution 2020-03.

**Romance Hill, service and development** – Nothing new to report.

**Maintenance and Operations** – Building is getting painted. Finished roofing and buttoning up the building. Jim, Alex and Webb are working on it after we dismissed the part time worker due to issues relating to attitude and temperament.

Flushing to clean District and bring chlorine residuals up and stable. Commissioner Pope asked for Belfair Street to be flushed.

Sending data request and information daily to Stantec and the the working on the Comp Plan.

Moved the hydrant and raised the meter down at the sheriff's and brewery. Zephyrs did a great job. The state will reimburse us through our signed agreement for the project. We will be submitting the bill as soon as we are billed.

Invoice Cloud packets were handed out the all the Commissioners. We are negotiating for the card services. We will need Vision Software, which is a much better and more reliable service than the current service we are using.

Will be presenting Vision at the next meeting for your consideration and review. Would like to get things in place to run both programs for a couple months to make sure we have the bugs worked out. The launch would likely coincide with BIAS renewal timeframe.

- 8) **New Business** – Resolution 2020-03 Mason Transit Authority Park and Ride Project. Commissioner Satran-Loudin made a Motion to Accept and Approve Resolution 2020-03. Commissioner Born 2<sup>nd</sup> the Motion. Commissioner Pope called for the vote.

Motion carried 3 Ayes, 0 Nays

- 9) **Commissioners Comments** – Commissioner Pope commented on how good the yard maintenance looks.

Meeting Adjourned at 7:15 pm by Commissioner Pope.

August 11, 2020 Meeting Minutes Approved by:

Commissioner Pope  Date: August 25, 2020

Commissioner Satran-Loudin  Date: August 25, 2020

Commissioner Born  Date: August 25, 2020