

Belfair Water District #1
October 27, 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 6:00 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 #8865 - #8881. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 4) A Motion was made by Commissioner Born to approve the Meeting Minutes from the October 13, 2020 meeting. The Motion was 2nd by Commissioner Satran-Loudin. 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 Satran-Loudin verified before today's meeting. Commissioner Pope read and Commissioner Born Motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Born. Commissioner Pope called for the vote.

Motion Carried 3 Ayes, 0 Nays

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

Manager requests an Executive Session for personnel items. Commissioner Pope granted 10 minutes.

Time out: 6:03 pm
Time in: 6:07 pm

Commissioner Satran-Loudin made a Motion to move Sherri LaHaie, Office Manager from Step 2 to 3, and James Freeman, Utility Specialist/Operations Manager Step 3 to 4. Commissioner Born 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes, 0 Nays

- 7) **Manager Update:**

Comp Plan/Stantec/Wellhead Protection Plan – Adoption by the Board tonight. Resolution will be sent back to Stantec tomorrow, then they will send copies of the adopted plan to all the agencies applicable.

Developer Standards, Developer Contract and Fee Policies – Will be back to that now while waiting for DOH and Mason County approval of the Comp Plan.

Employee Manual and District Policies – Will be working on this in the coming weeks.

Overton and Associates – Looking for easements with the RR and will be sending completed draft of plan to him tomorrow.

Continental Floral – No movement so far.

MTA Project and Roundabout – Nothing new currently.

Romance Hill, service and development – New service has been installed and road is patched. Will be meeting with Kim from APEX to go over the findings for the Romance Hill development very soon.

Maintenance and Operations – Working on getting the District backflow devices ready to install within the next couple weeks.

- 8) **New Business** – Resolution 2020-05 Adopting Comprehensive Water System Plan. Commissioner Satran-Loudin made a Motion to accept Resolution 2020-05 Adopting the Comprehensive Water System Plan. Commission Born 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes, 0 Nays

- 9) **Commissioners Comments** – Commissioner Pope asked about the gravel above the beach property. Webb responded by saying it may increase traffic, but probably won't affect us.

Meeting Adjourned at 6:45 pm by Commissioner Pope.

October 27, 2020 Meeting Minutes Approved by:

Commissioner Pope [Signature] Date: November 10, 2020

Commissioner Satran-Loudin [Signature] Date: November 10, 2020

Commissioner Born [Signature] Date: November 10, 2020