

Belfair Water District #1
December 26, 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 Satran-Loudin.
- 2) Public Comments –none
- 3) Accounts Payable were read and a motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #10839-10873. Commissioner Satran-Loudin 2nd the Motion. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 4) A Motion was made by Commissioner Born to approve the Meeting Minutes from the December 12th, 2023, meeting. The Motion was 2nd by Commissioner Satran-Loudin. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 5) Petty Cash is \$250.00. The Cash Drawer is \$200.00. Commissioner 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 Pope. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

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

Razor Road site expansion

Closing is still delayed, currently waiting on the escrow company to issue the funds amount needed for deposit to escrow account.

New Truck Purchase Approval

Truck is being ordered, after review and discussion we have decided to seek approval to spend a bit more the original \$60k and purchase a cab and chassis which will then have a flatbed installed with toolboxes for now and be there in the future to carry the vacuum unit when the Chevrolet is retired. For the amount of money being spent it makes more sense the just buying a pickup. The board questioned whether diesel or gasoline for the truck and what the warranty would be, explained that diesel was \$10k more than gas and not necessary for our use and needs and the warranty should be 3yrs 36k miles.

- 7) **Manager Update:**

Olympic Ridge, Olympic View development

A letter has been drafted and sent by the attorney, waiting on a reply from harbor, they are in bankruptcy proceedings and all communications have been forwarded to legal counsel.

CEDS Project Funding

Generator Project

Generators are now set at Romance Hill and Well 4. Romance to be brought online first, then well 4. Hoping to be cut in soon, possibly this week or next and then start up to be scheduled with Tacoma diesel. We will be

notifying customers at Romance Hill when we are going to be down to do the cut in, should not be an issue at Well 4 when that happens there as the reservoir will keep everything in service. Still expecting delivery of the office Generator around March of 2024.

Well 6 Project

Waiting to restart drilling operation, going from 615' to 700' with the 12" casing.

Overton and Associates

Line is switched over to the new line and in service, more in operation report.

Romance Hill Booster Station

Will be meeting with Rick after the 1st of the New Year.

39 Acres

Waiting for approval from DNR, then will work with attorney to draft bid docs and contracts for project. They have accepted our application and are reviewing it, should have a response (per their notice) by the 19th of January 2024. The permit is good for a three-year window of time and if that window gets close to expiration it could likely be extended by refiling and paying the permit fee again. If it does not get approved, then we can resubmit at a later date when the prices look more favorable. If it is approved, we can take our time and wait for the market to improve before we put it out for bids.

MTA Billing

Working MTA and Mason County Parks Dept. Billing is now going to the correct entities with some details for the allocations that are being worked thru internally with them.

Maintenance and Operations –

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

New Business:

Resolution 2023-06 3% COLA and increase in medical benefits. Commissioner Satran-Loudin motioned to approve resolution 2023-06, Commissioner Born seconded the motion. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

Resolution 2023-07 Surplus Equipment 2005 Chevrolet Colorado. Commissioner Satran-Loudin made a motion to approve resolution 2023-07 to surplus the 2005 Chevrolet Colorado. The motion was seconded by Commissioner Born. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

Resolution 2023-08 New Leak Adjustment Policy. New Policy will move the District to a (3) three year Commissioner Satran-Loudin motioned to approve the resolution 2023-08 Leak Adjustment Policy, Commissioner Born seconded the motion. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

9) **Commissioners Comments:**

The board thanked staff for all their hard work and diligence in 2023 "Thanks for getting us through the year" and looking forward to 2024.

Meeting Adjourned at 16:06 By Commissioner Born.

December 26th, 2023, Meeting Minutes Approved by:

Commissioner Pope _____ Date: January 9, 2024

Commissioner Satran-Loudin _____ Date: January 9, 2024

Commissioner Born _____ Date: January 9, 2024

BELFAIR WATER
DISTRICT No.1
ESTABLISHED 1966

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