

Belfair Water District #1  
September 24, 2019  
Regular Meeting  
6 p.m.

**Commissioners Present**

Linnie Griffin (excused Absence)  
Jill Satran-Loudin  
Mike Pope

**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 #8319 - #8334. Commissioner Satran-Loudin 2<sup>nd</sup> the Motion. Commissioner Pope called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

- 4) A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the September 10, 2019 meeting. The Motion was 2<sup>nd</sup> by Commissioner Pope. Commissioner Pope called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

- 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 Motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 2 Ayes, 0 Nays, 1 Absent

**6) Business to be Completed:**

Large meter revenue and water loss discussion by Webb. Corrections have been made to the meters for billing. We are pressing for this month's billing to be correct across the board (i.e. 3 accounts, 1900 c.f. for this month alone, approximately \$3000-\$3500). Still working these numbers through, starting with current, then we will be compiling the historical data from 2017-current for Stantec for the comp plan. Commissioner Pope asked how much extra work would be involved. Webb has been working with BIAS and said there were so many things that weren't entered in (i.e. by size), so the loss of data has been happening for quite some time. Webb will be getting the data to Stantec.

**7) Manager Update:**

**Developer Standards, Developer Contract and Fee Policies** – Still in process

**Overton and Associates, Developer extension contract** – Still in process

**Comp Plan/Stantec/Wellhead Protection Plan** – Waiting on our new meter data and talking with the DOH to make sure our models are acceptable; working on our draft.

**Continental Floral** – No change

**Maintenance and Operations** – Staff has been working on the meter issue as well as day to day operations. We are preparing for a water service on Razor Road, as well as continuing with the meter changeouts.

LaHaie and Webb were in Spokane for the WASWD Fall Conference and the District continues to receive positive comments on our progress among out peers.

We will be repairing a leak tomorrow morning on OBH and then field checking a few more meters to make sure our information is correct before the bills go out.

8) **New Business** - None

9) **Commissioners Comments** – Commissioners Pope and Satran-Loudin thanked the Staff.

Meeting Adjourned at 6:34pm by Commissioner Pope.

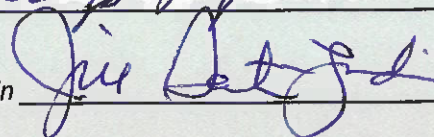
September 24, 2019 Meeting Minutes Approved by:

Commissioner Pope



Date: October 8, 2019

Commissioner Satran-Loudin



Date: October 8, 2019

Commissioner Griffin

Date: October 8, 2019

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