

Belfair Water District #1
April 9, 2019
Regular Meeting
6 p.m.

Commissioners Present

Linnie Griffin
Jill Satran-Loudin (arrived late)
Mike Pope

Staff Present

Dale Webb
Sherri LaHaie

Guest

Kaye Massey

- 1) Commissioner Griffin 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 #8062 - #8087. Commissioner Griffin 2nd the Motion. Commissioner Griffin called for the vote.

Motion Carried 2 Ayes and 0 Nays

- 4) A Motion was made by Commissioner Pope to approve the Meeting Minutes from the March 26, 2019 meeting. The Motion was 2nd by Commissioner Griffin. Commissioner Griffin called for the vote.

Motion Carried 2 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 Pope verified before today's meeting. Commissioner Pope Read and Motioned to Accept and Approved Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Griffin. Commissioner Griffin called for the vote.

Motion Carried 2 Ayes, 0 Nays

Business to be Completed – Webb told the Board that Freeman attended the WOW Conference for 3 days at Ocean Shores. Freeman said it was catered to the operators and cross connection programs. Freeman would like to head up the program with other districts and Commissioner Griffin mentioned she would be happy for our District to run a workshop.

*Commissioner Satran-Loudin enters the meeting.

Webb said that Freeman and Nelson attended a one-day training for Cross Connection in Tacoma.

6) **Manager Update:**

Developer Standards, Developer Contract and Fee Policies – Webb provided copies of drafts for the first part of the policy and is working on the second portion. Webb plans on sending copies to Stantec and Mason County and Fire District.

Overton and Associates, Developer extension contract – Nothing yet.

Comp Plan/Stantec/Wellhead Protection Plan – Progressing forward with data collection and sending current data forward.

Yaweh Manor Developer Extension – No change.

Maintenance and Operations:

Freeman attended the WETRC Conference at Ocean Shores (as discussed at beginning of meeting).

Freeman and Nelson are working on the Cross-Connection program data input.

Leak was repaired in the chlorination system at Well 4

Prepping for the Annual Report with Sherri and both working on in-house procedures and policies for handling day-to-day operations.

Tree brush cutting at Romance Hill site

Tree and brush cutting at 39 Acres

Mowed Hummingbird well site and Rasor Rd and office

Finished labeling inventory for the upper shop

Putting together pipe storage for the lower lot

Treated grass and weeds in the lower lot

Working on collection of data for the Comp Plan

Since November 2017, we have been replacing Sensus meters with Neptune meters. Registers are under warranty at \$3,150.00 at no cost to the District. Old Sensus meters have been surplused and sold for \$11,223.00. New Neptune meters have been purchased at \$7,931.96. Currently there is \$2,791.00 left of the surplus. Proceeds will continue to fund replacements. We also have a commitment to purchase more as we pull and replace.

DOR Audit/Appeal Process – Called by the DOR and the “pending” amount shown that we still owe has been removed. The account is now current.

New Business - Commissioner Pope asked if our staff could take a look at his meter, as he thinks he may have a leak.

Manager asks for an Executive Session that pertains to personnel discussion. Commissioner Griffin granted the Executive Session starting at 6:15 and will be under five minutes.

Executive Session start at 6:15. End at 6:28

Commissioner Griffin would like to take time and discuss Executive Session decision at next meeting.

Commissioner Griffin asked LaHaie about the Safety Meeting, and LaHaie responded that the next Safety Meeting will hopefully be sometime in April.

Commissioner Griffin asked if Freeman had anything to discuss, and Freeman mentioned that a representative from Ferguson came by and was impressed at the organization and clean up of the lower shop.

Commissioner Satran-Loudin asked if the valve was dug up at OBH. Webb responded not yet.

- 7) **Commissioners Comments** – Commissioner Pope said what an awesome job everyone was doing. Commissioner Satran-Loudin asked if she heard about the bypass will to the round-a-bout, not to Lake Flora? Webb said he didn't think so.

Commissioner Griffin said that WSDOT will be coming to the Hub to talk to the community (did not know exact date).

Meeting Adjourned 6:41 pm

April 9, 2019 Meeting Minutes Approved by:

Commissioner Pope

Mike D Pope

Date: April 23, 2019

Commissioner Satran-Loudin

Jill Sat-Loudin

Date: April 23, 2019

Commissioner Griffin

Linnée Griffin

Date: April 23, 2019

360·275·3008