

Belfair Water District #1
March 12, 2019
Regular Meeting
6 p.m.

Commissioners Present

Linnie Griffin
Jill Satran-Loudin
Mike Pope

Staff Present

Dale Webb
Sherri LaHaie

Guest

Kaye Massey

- 1) Commissioner Griffin called the meeting to order at 6:04 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 #8019 - #8046. Commissioner Satran-Loudin 2nd the Motion. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 4) A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the February 26, 2019 meeting. The Motion was 2nd by Commissioner Pope. Commissioner Griffin 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 Motioned to Accept and Approved Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Satran-Loudin. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes, 0 Nays

- 6) **Business to be Completed** – Commissioner Satran-Loudin made a Motion to approve Resolution 2019-02. Commissioner Pope 2nd the Motion. Commissioner Griffin called for the vote.

Motion Carried 3 Ayes and 0 Nays

A discussion of pending Resolution 2019-01 Belfair Water District rates and fees update by Webb.

7) **Manager Update:**

Developer Standards, Developer Contract and Fee Policies – Still in process. Commissioner Satran-Loudin asked if we raised the hydrant meter cost and Webb told her it would be \$1250, but nothing has been implemented yet.

Overton and Associates, Developer extension contract - Still working on this with Overton.

Comp Plan/Stantec/Wellhead Protection Plan – Webb plans on meeting with Stantec on the 21st.

Yaweh Manor Developer Extension – No change

Maintenance and Operations:

Working on repairing the drain from Well 1. It was broken when the chlorine line was installed to the building. After that repair, another leak was discovered a few feet away. Webb is hoping it does not continue along the fence.

39 Acres had several trees and debris from the heavy snow, which is now cleaned up and the site is now accessible.

Cleared the area to the south of the parking area and will be keeping it reclaimed and maintained.

Finished compaction of the lower lot and will be repairing the area at Well 4 in front of the gate.

Took construction samples last week at the pressure tanks at Rasor and Romance on both sides of the tanks for records sake. Also in the process of prepping the Sanitary Survey, which will occur this year at some point.

Moved a couple meters out of the way at Ellinor. They were in the middle of the existing easement road, so they were moved to the side. Contractor assisted with the effort.

Work is continuing on the Cross Connection Program – data entry and preparing books.

DOR Audit/Appeal Process – Webb told the Board that the check was processed today and will be sending it to the attorney for attachment of a cover letter tomorrow.

New Business: Resolution 2019-02 Surplus equipment (Sensus meters to sale – see page one for Motion) – Coupeville is requesting a surplus list and then they will purchase much of the existing currently removed meters. As we remove more and if they meet their usage type, they will likely purchase these as well.

Webb asked the Board if the previous staff took the water across the tracks and Pope responded not that he knows of. Webb said there was a fire hydrant there and Commissioner Pope said if they did install, he thinks it was without permits. Commissioner Satran-Loudin asked if the hydrant is buried. Webb responded that it is visible. Webb said he would keep the Board posted.

- 8) **Commissioners Comments** – Commissioner Griffin wanted clarification on Resolution 2019-01, on whether or not there should be a Motion to pass it, but Webb told her and the Board that it was not necessary at this time. Commissioner Griffin agreed to continue to review. She asked the Board to glance at the Study Revenue Requirement Analysis.

LaHaie gave a quick overview on the staff Safety Meeting held in the office on March 8. Commissioner Pope said he was stuck in his home for 6 days during the snowstorm, and Commissioner Satran-Loudin said she was glad the snow is over. Webb said the District ordered more dye tabs and will be happy to give them out. Commissioner Griffin asked about the Glow Room site, and it was mentioned that they were looking for investors.

Meeting Adjourned 6:38 pm

March 12, 2019 Meeting Minutes Approved by:

Commissioner Pope  Date: March 26, 2019

Commissioner Satran-Loudin  Date: March 26, 2019

Commissioner Griffin  Date: March 26, 2019