

Belfair Water District #1
August 27, 2019
Regular Meeting
6 p.m.

Commissioners Present

Linnie Griffin
Jill Satran-Loudin
Mike Pope

Staff Present

Dale Webb
Sherri LaHaie

Guest

- 1) Commissioner Griffin called the meeting to order at 6:00 pm / Flag Salute.
- 2) Public Comments – No public comments.

Commissioners Pope and Satran-Loudin asked if the District could cancel their reservations to the WASWD Fall Conference in Spokane.

- 3) Accounts Payable were read by Commissioner Pope. A Motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #8281 - #8294. 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 August 13, 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 Approve 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 Griffin said the District website is need of an update, with more District information, a fresher look and updates on special projects, photos, etc. All the Commissioners were in agreement.

Webb discussed the potential of purchasing a new GIS software for the District and how this could be a useful tool as we grow and add more development.

- 7) **Manager Update:**

Developer Standards, Developer Contract and Fee Policies – Currently still in progress.

Overton and Associates, Developer extension contract – In progress; As-builts are approved and working on contract as well as reimbursement agreements.

Comp Plan/Stantec/Wellhead Protection Plan – Still in progress.

Continental Floral – No change.

Maintenance and Operations – Freeman and Gobble continued their work on meters. Fenceline at the shop is now cleared all the way around and sprayed. Changed out the 4" Sensus in the vault at Theler, fixed leaks on Hwy 300. Preparing for fall and winter. Have stopped testing at Hummingbird; results were not satisfactory. Looking into other options. Freeman and Nelson are continuing moving forward with Cross Connection Program.

- 8) Commissioner Satran-Loudin asked if we had a leak at JR's Hideaway, because she noticed water in the parking lot. Webb didn't think so, however, will be checking into it. She also inquired about the recent leaks the past week, but they were not on our side.

Alex Gobble's last day was Friday. We had a BBQ lunch at the shop and he is now in California for school.

Webb requested an Executive Session. Commissioner Griffin granted a 5-minute session to discuss personnel matter under "New Business"

- 9) **New Business** - Executive Session requested by Webb to discuss personnel matter.

Executive Session start time: 6:30pm

Executive Session end time: 6:36pm

Webb discussed with the Board the last time we had a leak on Hwy 106, Top Dog Drilling did not bill us and asked the Board in lieu of billing if he could give Nick a tool box that the District has. Commissioner Pope said it needs to be invoiced and paperwork needs to be in place, and Webb agreed to write one up noting the value of the item. Webb mentioned that on the last leak on Hwy 106 Nick from Top Dog and Commissioner Griffin suggested he contact West Sound for advice, and as long as there is a paper trail, it should be okay.

- 10) **Commissioners Comments** – Commissioner Pope addressed the Board regarding a rate increase. He proposed a 4% increase, due to wages being increased and putting the District financially ahead. He brought up that the District did not raise the proposed 2% last year or this year. Commissioner Griffin mentioned that is high; Webb will be putting it into the forecast to be completed for the next meeting. Commissioner Pope expressed his desire to be proactive.

Commissioner Pope told the Board and Staff it's nice to get positive comments from the public regarding the District.

Webb thanked the Board.

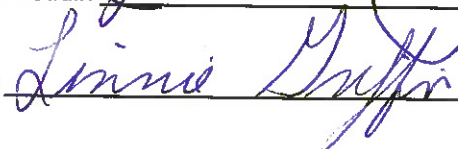
Commissioner Satran-Loudin attended the ERWOW class in Bremerton for a couple days this week with Freeman and really praised the classes.

Meeting Adjourned at 6:50pm

August 27, 2019 Meeting Minutes Approved by:

Commissioner Pope  Date: September 10, 2019

Commissioner Satran-Loudin  Date: September 10, 2019

Commissioner Griffin  Date: September 10, 2019