

Belfair Water District #1
December 10, 2019
Regular Meeting
6 p.m.

Commissioners Present

Mike Pope
Jill Satran-Loudin

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 #8427 - #8450. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 2 Ayes and 0 Nays

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

Motion Carried 2 Ayes, 0 Nays

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

Large meter revenue and water loss discussion:

Work is continuing to isolate and identify water loss.

- 7) **Manager Update:**

Developer Standards, Developer Contract and Fee Policies – Webb sent back copies for edits, hoping to have it shortly after the first of the year.

Overton and Associates, Developer extension contract – Resolution 2019-03 to Accept the Gateway Phase 1 Extension and the execution of the buyback agreement.

Commissioner Pope made a Motion to Accept Resolution 2019-03. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 2 Ayes, 0 Nays

Resolution 2019-04 – Resolution declaring the Commissioner Meeting Room be named the “Linnie L. Griffin Public Meeting Room, as per discussion at last meeting.

Commissioner Pope Made a Motion to Accept Resolution 2019-04 to rename the Meeting room to “Linnie L. Griffin Public Meeting Room”. Motion was 2nd by Commissioner Satran-Loudin.

Motion Carried 2 Ayes, 0 Nays

Comp Plan/Stantec/Wellhead Protection Plan – Webb sent more data and information last week. Anticipating a draft and meeting with DOH after the first of the year. Commissioner Pope suggested after the first of the year to advertise for a new engineering firm.

Continental Floral – No changes.

MTA Project and Roundabout – Have plan sets for the roundabout and trying to work out the crossing for the casing and pipe. Currently waiting on plans for the site itself. Project is phased because of their funding.

Maintenance and Operations – Continuing with the meter change outs, down to 35 Sensus meters left to change. We will then focus on the older Neptune Bubba meters as they are at the end of their life expectancy and the equipment is not supported anymore. Preparing to launch our cross-connection program January 2020; Ruby and Jim are collecting information and have already been talking to businesses in town. The number two pump in Well 1 has been overhauled and reinstalled and has been working great since. Run times in the District at the wells are looking very good at this time.

- 8) **New Business** - Preview of the current 2019 budget. Will have the 2020 budget for review and comment at the first January Commissioner meeting. Will also discuss the possible change in software contract and asset GIS program.
- 9) **Commissioners Comments** – Commissioner Pope asked if we were sending out notifications for Commissioner replacement. Webb answered yes, the notices went out with the December 1st bills and will be posting again for the January bills and website.

Meeting Adjourned at 6:46 pm by Commissioner Pope.

December 10, 2019 Meeting Minutes Approved by:

Commissioner Pope  Date: January 14, 2020

Commissioner Satran-Loudin  Date: January 14, 2020