

Belfair Water District #1
April 23, 2019
Regular Meeting
6 p.m.

Commissioners Present

Linnie Griffin
Jill Satran-Loudin
Mike Pope

Staff Present

Dale Webb
Sherri LaHaie
James Freeman

Guest

- 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 #8088 - #8101. 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 April 9, 2019 meeting. The Motion was 2nd by Commissioner . 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

Business to be Completed – A ten-minute Executive Session was granted by Commissioner Griffin.
Executive Session began at 6:02
Executive Session ended at 6:12.

6) **Manager Update:**

Developer Standards, Developer Contract and Fee Policies – In process; Webb has given the documentation to Stantec and Mason County for review and comments as well. Webb will be scheduling a meeting with Fire Marshall's office to go over this week.

Overton and Associates, Developer extension contract – No change

Comp Plan/Stantec/Wellhead Protection Plan – Progressing forward with data collection and sending current data forward. Will be going to the City of Shelton tomorrow to try and move the information to Stantec. Will also be talking to Mason County PWD.

Yaweh Manor Developer Extension – No change.

Maintenance and Operations:

Continuing to follow up with high consumption readings and zero consumption readings, 16 high and 6 zero in the last two weeks.

Continuing to stay current and to date with the state on samples.

Completed regular flushing at Ellinor, hopefully before too much longer the buildout there will move enough water to keep the line refreshed.

Removed the old carpet from the shop office area and will be putting in a map table and storage there this summer. Hoping to add concrete coat to floor.

Replacing missing valve can lids around the District as they are discovered.

Installed a yard hydrant at the Rasor Road tank site.

Going through the 1-ton and other district vehicles and making sure the proper tools are in them and repairing any that need repaired.

Checking inventory and stocking in the shop

Rough draft of the Consumer Confidence Report has been assembled and hope to have a finished draft for review in two weeks.

Continuing with data input for the cross-connection program

Maintaining the well sites and the office site

Now have a cordless phone in the shop that we can forward calls or can call out from

Continuing the work on policies and procedures, as well as preparing the spreadsheets for the Annual Report.

New Business – Nothing new to report.

- 7) **Commissioners Comments** – Commissioner Pope asked if there was still silt at the well, in which Webb responded that the pump was possibly too big to begin with and the VFD will allow the well to possibly maintain a static level by turning down while pumping. We will take a static on the well, as to not draw down on column and adjust the rate hopefully to pump clear water. Won't be a charge for the VFD until we know it works at Hummingbird. Commissioner Satran-Loudin asked about Well 2. Webb told her something was wrong with the impeller, and from the well logs it does not show much promise of production.

Webb told the Board that Earl Lincoln requested to get his meter back on at Old Belfair Hwy. There are two meter boxes with no meters. Lincoln wants to put in 2-3 food vendors on his property. A letter was written by a previous staff member to inquire if he wanted a reconnection, and the District offered a 30% off for full connection fees on all months to catch up. Webb told the Board that if Lincoln wants his meters back, he thinks he should pay the full fee, which would consist of a meter and connection charge. Commissioner Pope agreed that he should pay full amount.


Commissioner Griffin said that she, Commissioner Satran-Loudin and Webb all attended the Spring Conference in Stevenson, WA on April 17-19.

Commissioner Satran-Loudin inquired about emergency preparedness, and the District should set up a plan.

Meeting Adjourned 6:55 pm

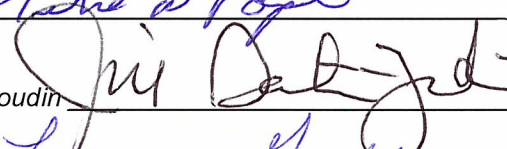
April 23, 2019 Meeting Minutes Approved by:

Commissioner Pope



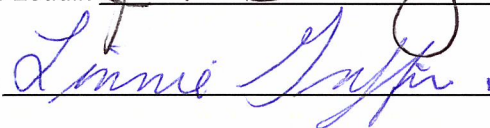
Date: May 14, 2019

Commissioner Satran-Loudin



Date: May 14, 2019

Commissioner Griffin



Date: May 14, 2019