

Belfair Water District #1  
Meeting Minutes

APPROVED

February 14, 2012  
Regular Meeting  
6 p.m.

**Commissioners Present**

Michael Pope  
Jill Satran-Loudin  
Linnie Griffin- Absent

**Staff Present**

Rebecca Johnson  
Jenn Tipton

**Visitors**

Brian Snure  
Jeff Myers

**1)** Meeting called to order/Flag salute: Commissioner Pope opened meeting called to order at 6:00 pm.

**2) Executive Session:** Legal 30 minutes with Attorney Myers- Commissioner Pope recessed meeting into executive session to discuss settlement for Arthur West Lawsuit. Attendee's of the executive session were Commissioners Pope, Satran- Loudin, Linnie Griffin (via Phone), attorneys Jeff Myers and Brian Snure.

**3) Public Comments on Non- Agenda Items:** a) Rich Chwaszczewski (president of Clifton Villas) hands Commissioner Pope a package that contains Petition for annexation of Romance Hill.

b) Waggett-verbal request for electric bills

c) Vanbuskirk-asked questions and relayed observations he had made.

**4)** Approval board minutes of January 10, 2012 & January 20, 2012 & January 20, 2012 and February 6, 2012. Commissioner Pope makes motion to accept all the meeting minutes. Commissioner Satran-Loudin 2<sup>nd</sup> the motion

Motion carried 2 Aye 1 Absent

**a) Accounts Payable:** Commissioner Satran-Loudin makes motion to accept warrants #3528 through #3547 with the exception of #3540 for attorney Finnigan for the amount of \$11,554.00. Commissioner Pope 2<sup>nd</sup> the motion.

Motion carried 2 Aye 1 Absent

**b) Treasurer's Report:** Change Fund \$200.00 & Cash Fund \$250.00- approved by Commissioner Satran-Loudin

c) Water Usage Relief- Account #261- tabled item

**5) Correspondence:** Mason County Risk Management and Account #252- Commissioner reviewed the letter from Mason County

**6) Manager Report:** Commissioner Pope asks that the report lose the negatives

Commissioner Pope denies increasing employee hours in the office to help with the demand of the multiple directives sent to the district manager.

**7) Staff Reports:** Communication Enhancement- Commissioner Satran-Loudin said she will come in sometime and get to know the employees

**8) "Asked to be on the Agenda": a)** Earl Lincoln Accounts #68, #453, #541- Customer is asking for the lawsuits to be dropped and money refunded to him and liens to be removed from his property.

Commissioners Pope and Satran-Loudin agreed they would look into getting his water back on.

**9) Old Business: a)** Petty Cash documents signed/check cashing

**10) New Business a)** Review of Lawyer Bills- Hoss & Wilson-Hoss, Brian Snure and Jeff Myers- Commissioners review

Account 252- Commissioner Satran-Loudin makes motion to credit customers account in the amount of \$143.29. Commissioner Pope 2<sup>nd</sup> the motion  
Motion carried 2 Aye 1 Absent

**11) Commissioner Reports:**

Commissioner Satran-Loudin:

Commissioner Griffin: Absent

Commissioner Pope:

Commissioner Pope makes motion to pay attorney Hoss & Wilson-Hoss bill for \$5600.00. Commissioner Satran-Loudin 2<sup>nd</sup> the motion.  
Motion carried 2 Aye 1 Absent

Commissioner Pope makes motion to pay attorney Brian Snure bill for \$1165.50. Commissioner Satran-Loudin 2<sup>nd</sup> the motion.  
Motion carried 2 Aye 1 Absent

**12) Executive Session:** 30 Minutes – Legal and personnel time recessed unknown

Commissioner Pope makes motion to have attorney Snure send District Manager Dave another directive. Commissioner Satran- Loudin 2<sup>nd</sup> the motion.

Motion carried 2 Aye 1 Absent

Commissioner Pope accepts letter that attorney Snure has presented to give Attorney Finnigan ending his services with district. Commissioner Satran-Loudin 2<sup>nd</sup> the motion.

Motion carried 2 Aye 1 Absent

Commissioner Pope makes motion to hand the Clifton Ridge Petition Package to Becky Johnson and for her to give District Manager Dave. Commissioner Satran- Loudin 2<sup>nd</sup> the motion.

Motion carried 2 Aye 1 Absent

Meeting Adjourned at 8:27pm

Meeting Minutes Approved by:

Commissioner Pope [Signature] Date: March 13, 2012

Commissioner Satran-Loudin [Signature] Date: March 13, 2012

Commissioner Griffin [Signature] Date: March 13, 2012

Edited by: Jenn Tipton

