

Belfair Water District #1
November 8, 2016
Regular Meeting
6 p.m.

Commissioners Present

Jill Satran-Loudin
Linnie Griffin
Mike Pope

Staff Present

Tom Peadon
Sherri LaHaie

Guest

- 1) Commissioner Pope called the meeting to order at 6:00 pm / Flag Salute
- 2) Commissioner Pope called for a 20 minute executive session to discuss potential litigation by telephone with the District's attorney. The Board came out of executive session at 6:20 and the regular meeting resumed. No decisions were made.
- 3) There were no public comments.
- 4) Accounts Payable were read by Commissioner Pope; A Motion Made by Commissioner Satran-Loudin to include Accounts Payable Warrants #6668- #6694, Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 5) Motion was made by Commissioner Griffin to approve the meeting minutes from the October 25, 2016 meeting. The Motion was 2nd by Commissioner Satran-Loudin to approve the meeting minutes October 25, 2016. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 6) Petty Cash is at \$250.00 Receipts: \$0= \$250.00. The Cash Drawer has \$200.00. Commissioner Griffin verified before today's meeting. Commissioner Satran-Loudin Motioned to accept the Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 7) Manager Update:

Estimate for Hydrant Replacement – Peadon presented an estimate from Bull's Eye Excavation in the amount of \$18,542.65 for replacement of the Districts fire hydrant located on Hwy 300. The estimate included parts, labor and taping the main. Commissioner Satran-Loudin made a Motion to approve the estimate and authorize Bull's Eye Excavation to commence work. Commissioner Griffin 2nd the Motion. Commissioner Pope called for the vote.

Motion carried 3 Ayes and 0 Nays

Morrison dispute – Peadon discussed the Morrison dispute with the Board. There was an apparent lien filed against his property in 2012, however, the lien isn't recorded with Mason County. Peadon told Mr. Morrison that he needs to pay half of the connection charges owing the District and send us documents from his closing on the property along with a letter explaining his request for water service to the property. We still have no documents but he did pay \$700 toward his connection fees.

Neptune Handheld Meter Reading Device / Bubba – We need a new device. The cost is approximately \$5,000 to \$10,000 for a new one. The Board authorized staff to update the equipment.

Accountability Audit/Exit Conference – BWD staff met with the State Auditor for the preliminary exit conference on 11/8/2016. Peadon went over the finding, exit items and recommendations. The State Auditor requested a response from the District by November 28, 2016. The exit conference is scheduled for December 6, 2016 at 10am. Peadon requested confirmation that Commissioner Griffin was authorized by the Commissioners to represent the District on behalf of the Board at the exit conference. The Board confirmed that Commissioner Griffin was appointed to attend the exit conference.

8) SR-3 Project: No new updates on the SR 3 Project.

9) Commissioners Comments:

Commissioner Griffin attended a Section Meeting. There was a discussion about funding and training at the meeting. Commissioner Griffin brought flyers.

Commissioner Satran-Loudin asked if we had any other water service issues. Peadon responded that the District still has 5 customers that are on individual pump as a result of low pressure from the District.

10) Commissioner Pope adjourned the meeting at 7:33 pm.

November 8, 2016 Meeting Minutes Approved by:

Commissioner Pope _____

Date: December 13, 2016

Commissioner Satran-Loudin _____

Date: December 13, 2016

Commissioner Griffin _____

Date: December 13, 2016

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