

Belfair Water District #1
January 10, 2017
Regular Meeting
6 p.m.

Commissioners Present

Mike Pope (by phone)
Jill Satran-Loudin
Linnie Griffin

Staff Present

Tom Peadon
Sherri LaHaie

Guest

1) Commissioner Pope called the meeting to order at 6:00 pm / Flag Salute

2) Election of Officers – Commissioner Griffin nominated Commissioner Satran-Loudin for President, Commissioner Pope for Treasurer ongoing for one year. Commissioner Satran-Loudin told the Board she would accept the position, but with the impending lawsuit, she would rather not take on the role right now. Commissioner Pope wants to wait until lawsuit is completed, and suggested to redo the election next year. Motion Made by Commissioner Pope to keep the officers the same. Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote. r Sd

Motion Carried 3 Ayes and 0 Nays

Commissioner Griffin Made a Motion for Commissioner Satran-Loudin to be Secretary. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

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 #6745- #6789, 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 December 13, 2016 meeting. The Motion was 2nd by Commissioner Satran-Loudin to approve the meeting minutes December 13, 2016. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

6) Petty Cash is at \$156.00 Receipts: \$94.00 = \$250.00. The Cash Drawer has \$250.00. 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:

Kristy Banks – Water Bill – Peadon notified the Board that the District staff is working with Kristy, the owner of Trailer 17 on Russell Road by giving her a leak credit of \$300. Kristy has had squatters in her trailer consuming water. She currently has an outstanding balance due of \$739. The District has arranged a payment plan for her to pay \$50 a month. If she doesn't comply, she will get her water shut off. Peadon wants to make sure the Board is aware of her leak credit.

Sign November 8 Meeting Minutes – Peadon asked Commissioner Satran-Loudin to sign the already approved November 8, 2016 Minutes. Commissioner Griffin already signed and Commissioner Pope will sign when he comes back from vacation.

Health Care Rate Increase – Peadon requested Board Approval increase in Health Care Rates. It went up \$71.33 a month for staff and \$22.00 a month for District Manager. Motion was made by Commissioner Satran-Loudin for District to pay for increase. Commissioner Griffin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

Engineering Rates and Charges (Stantec) – Peadon advised the Board that Stantec will be increasing their rates by 5%. Commissioner Pope thought that was fair and Commissioner Satran-Loudin Made a Motion to accept Stantec's rate increase of 5%, allowing Tom to authorize. Commissioner Griffin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

Request for Engineering Proposals – Peadon told the Board that the District put an ad in the Daily Journal of Commerce, and by January 9 at 4:00 pm, the District received five proposals. Peadon said they were all qualified Engineering firms, and e-mailed the Board the list of firms. Peadon mentioned that we need to be choose an engineering firm and to have valid reasons. Commissioner Pope mentioned that we have a good working relationship with Stantec, and is in favor of staying with Stantec. Motion was made by Commissioner Griffin to accept Stantec as our Engineering firm. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

WSDOT Invoices – Peadon told the Board we received an original invoice from WSDOT for replacement of AC Pipe and Hydrant. The estimate is \$198,121.77. The invoices don't correlate with the original bid.

BIAS Conference – Linda and Sherri will be attending BIAS Conference in Spokane February 21 thru 24.

Thank You Cards from Customers – Sherri LaHaie shared Thank You Cards from our customers.

- 8) SR-3 Project – Commissioner Satran-Loudin asked Commissioner Pope how high the curb will be. Commissioner Pope said the sidewalk is 3 feet taller than Belfair Street. Commissioner Satran-Loudin said you have to go uphill to get to Belfair Street and thinks there is an error because it's tilted. Peadon said the valves were put in the way they were told to do.
- 9) Commissioners Comments: Commissioner Pope said it was time to come up a plan at Hard Rock. Peadon agreed and wants to work with Stantec. Commissioner Satran-Loudin would like to see action on this as soon as possible.
- 10) Commissioner Pope adjourned the meeting at 6:43 pm.

January 10, 2016 Meeting Minutes Approved by:

Commissioner Pope

Date: January 24, 2017

Commissioner Satran-Loudin

Date: January 24, 2017

Commissioner Griffin

Date: January 24, 2017

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