

Belfair Water District #1
March 28, 2017
Regular Meeting
6 p.m.

Commissioners Present

Mike Pope
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) Public Comments – No public comments.

3) Accounts Payable were read by Commissioner Pope; A Motion Made by Commissioner Griffin to include Accounts Payable Warrants #6877- #6882, Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

4) Commissioner Griffin Made a Motion to approve Meeting Minutes of February 28, 2017, March 7, 2017 and March 14 Meeting Minutes. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

5) Petty Cash is at \$250.00. (Cash = \$101.50 and Receipts: \$148.50 = \$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

6) Manager Update:

Resolution for Settlement Agreement – Peadon requested Board to sign Resolution for Settlement Agreement. Peadon asked the Board to make a Motion for approval so it could be signed. Commissioner Griffin made a Motion to Approve Resolution 2017-01. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

Peadon talked about the Torts and said it was all in the Agreement. Burke has listed all the liens in the lawsuit. Peadon also mentioned claims against bond has to get taken care of and make sure it gets followed up on.

Hunter Bathroom Project – Hunter Hohmann remodeled the District's bathroom while he was on break from school. LaHaie showed the Board Rosa's memo and estimate from another contractor. Commissioner Satran-Loudin was concerned about what an auditor would say, but Peadon reassured her that no electrical or plumbing work was done.

Hydrant – Peadon mentioned to the Board that we will be receiving a check for \$13,000 after a \$5000 deductible for uninsured motorist.

Romance Hill – 2 pumps were worn out causing leaks. It has been repaired. Impellers need to be ordered.

District Retreat – Scheduled for April 1st at 9:00 am in the Commissioner's room.

Window Repair/Xpress Bill Pay – Ruby got the front window repaired and Xpress Bill Pay is ready for training.

Razor Road – Jay from Stantech has the project in final phases and will be ready for bids soon. Peadon mentioned low pressure and Jay is working on final phase.

USDA – Local contribution has been reconciled. District submitted invoices to USDA and they paid us, we got paid twice. It took away from our \$100,000. We've paid additional out of our own funds, so now we're even.

BIAS – Staff is working on monthly reconciliation, with Chad's assistance. Just completed January, getting ready to do February.

Updated furniture – Ruby's area has a new look, which includes a new desk, chair and freshly painted cabinets. Commissioner Pope commented how nice it looks.

Peadon Retiring – Peadon announced that he is retiring from the District and his last day is March 28, 2017. Commissioner Pope thanked Peadon for his service with the District.

Comp Plan – Peadon mentioned that the District had to publicly advertise Statement of Work Qualifications and we're working with Stantech based on that. Commissioner Pope said \$187,000 was a fair estimate. It would include a model update. Targeting for July 2018 completion date. Tom asked the Board for a Motion to authorize and approve the budget for the Draft Scope of Work, Budget and Schedule for the Comp Plan. Commissioner Griffin Made a Motion to Approve the Scope of Work, Budget and Schedule fir Comp Plan. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

SR-3 Project – Nothing new.



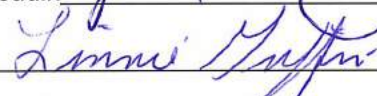
7) Commissioner's Comments – Commissioner Satran-Loudin asked if the District could add new connections. Peadon told her that that would have to be verified in BIAS and that we need to verify how many new people can hook up today.

Commissioner Griffin mentioned Peadon's departure is a sad occasion.

Commissioner Pope is confident that Stantech will save us money.

8) Commissioner Pope adjourned the meeting at 6:53 pm.

March 28, 2017 Meeting Minutes Approved by:

Commissioner Pope		Date: April 11, 2017
Commissioner Satran-Loudin		Date: April 11, 2017
Commissioner Griffin		Date: April 11, 2017