

Belfair Water District #1
October 25th, 2022
Regular Meeting
5 p.m.

Commissioners Present

Mike Pope absent/phone in
Jill Satran-Loudin
Greg Born

Staff Present

Dale Webb
Valisa Douglas

Guest

- 1) Commissioner Born called the meeting to order at 17:00 / Pledge of Allegiance led by Commissioner Born.
- 2) Public Comments – No public comments.
- 3) Accounts Payable were read and a motion was made by Commissioner Satran-Loudin to Accept and Approve Accounts Payable Warrants #10100-10127. Commissioner Born 2nd the Motion. Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 4) A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the August 23rd, 2022, meeting. The Motion was 2nd by Commissioner Born. Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent 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 Born verified before today's meeting. Commissioner Born read and Commissioner Satran-Loudin Motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Born. Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 6) **Business to be Completed:**

No business at this time. Mike Pope called in at this time and joined the meeting.

- 7) **Manager Update**

Olympic Ridge, Olympic View development

Olympic View Apartments

Working with the engineer and the General Contractor to get this project to close. They are working on a very preliminary punchlist. Harbor Homes is proposing to bond the remainder of the work to finish the project in its entirety in order to get us to agree on allowing Temporary Occupancy for the finished apartments and the ones they are finishing now so they can begin allowing people in and start collecting revenue. The General Manager told them to submit their proposal and he would bring it to the board and send it to legal counsel for review, but it would require all fees for the project DEA and inspections to be paid and completed and would not constitute acceptance of the project. Once the work is completed and the project is finished the process would continue as normal to resolute and accept the project, and at that time the bond would be released and the normal 2 year maintenance bond would be put in place. Commissioner Pope commented that while we did not want to hold up progress we had to be sure that the District is protected, not trying to hold anything up, we are working hard for this. Commissioner Satran-Loudin asked what kind of money are we talking about, Webb estimated the Fees on the apartments outside of connection charges around 70-80k and the bond amount for the completion of the work would likely be approximately 120k. Commissioner Pope said while we are working for this and trying to make things happen we are still the water supplier and we will hold the line if necessary and the agreement does not properly protect the District, and all were in agreement. Webb said he would

continue and keep the board apprised of the progress of this development. We are working closely with the county Fire Marshall as to where he is as well and expect the county building inspector will be in touch.

Olympic Ridge Homes

The Single-family homes setters are still being installed at this time, basically the same process as what is taking place at Olympic View as they have a preliminary punch list as well to work off of.

CEDS Project Funding

Have sent the updated quote and figures for the generators to the county. Have not heard anything further on the formal vote or awarding of the funds for this project. We have consolidated the plans to run both Well 4 and Well 6 on one genset, auto transfer will take place and depending on where we have the switch it will power that well, SCADA and communications as well as 110v power will be backed up to both sites. We will install conduit and wire for this future connection when generator is installed. Also updated them on the progress with the Hydro geologist for the bid and spec doc for the Well 6 construction.

North Mason Fire Authority Project

Fire Department has now paid their fees and we are just working out the easement.

39 Acres

Existing roads and are re-established and repaired, they are monitoring for drainage and potential wash out and they will be getting me the figures on what it would take to put some rock down to make the roads easier to maintain.

Overton and Associates

Nothing to note since last meeting.

Continental Floral – Nothing to note.

MTA Project and Roundabout – Nothing to note.

Romance Hill development- Nothing to note.

Maintenance and Operations –

Hydrant data and maintenance, valve exercising and testing, well data and repairs, cross connection survey and data gathering. Day to day operations and repairs and maintenance on sites. Project inspections on the hill at the apartments and the single-family homes. Getting sites ready for winter, well 4 have done some clearing and ditching. Beginning to work on the 2023 budget. Preparing to bring Alex Gobble on full time on November 1st.

New Business:

General Manager would like to proceed with a on call contract with BHC engineering, we need someone we can contact who is responsive and ready to work with us as needed for various projects and needs. After discussion and agreement from Commissioner Pope that we needed someone with the ability to be here as needed and protecting the District and working closely as needed with the District team, Commissioner Born motioned to allow the General Manager to move forward with BHC engineering, the motioned was seconded by Commissioner Satran-Loudin. Commissioner Born called for the vote.

Motion Carried 3 Ayes 0 Absent and 0 Nays

9) **Commissioners Comments:**

Commissioner Born said keep up the good work and thanked the staff. Commissioner Satran-Loudin and Commissioner Pope joined in agreement and added her appreciation to the comment. Commissioner Pope will be home and ready to attend the next meeting in person. Commissioner Pope said to make sure to welcome Alex on board.

Meeting Adjourned at 17:50. By Commissioner Born.

October 25th, 2022 Meeting Minutes Approved by:

Commissioner Pope  Date: November 8th, 2022

Commissioner Satran-Loudin  Date: November 8th, 2022

Commissioner Born  Date: November 8th, 2022

BELFAIR WATER
DISTRICT No.1
ESTABLISHED 1966

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