

Belfair Water District #1
July 12th, 2022
Regular Meeting
5 p.m.

Commissioners Present

Jill Satran-Loudin
Greg Born

Staff Present

Dale Webb
Valisa Douglas

Guest

- 1) Commissioner Born called the meeting to order at 5:01 pm / Pledge of Allegiance led by Commissioner Born.
- 2) Public Comments – No public comments.
- 3) Accounts Payable were read by Commissioner Born. A Motion was made by Commissioner Born to Accept and Approve Accounts Payable Warrants #9835-9880. Commissioner Satran-Loudin 2nd the Motion. Commissioner Born called for the vote.

Motion Carried 2 Ayes and 0 Nays

- 4) A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the June 28th, 2022 meeting. The Motion was 2nd by Commissioner Born. Commissioner Born called for the vote.

Motion Carried 2 Ayes 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 and 0 Nays

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

Audit Exit Interview

The Exit interview is set for July 14, 2022. It will be virtual and held in the Commissioner meeting room. Commissioner Satran-Loudin asked if Commissioner Born would be attending the exit conference and representing the board, Commissioner Born confirmed he would be in attendance representing the board. Commissioner Born questioned the management letter, was it harmful to managers career, what exactly does it mean. Webb said its not a finding which is good, but it is a strong emphasis to correct whatever the issues are around the management letter.

39 Acres Staking and Survey work.

Work has been completed and now we are still waiting for the cruising and timber assessment.

39 Acres Ownership and Deed

Mason County shows the ownership for the property as Belfair Water District and Webb has found the deed and partial agreement stating the conditions for the property. Does not appear that part of the parcel being made into a park, with nature trails would go against any of the conditions of such deed.

- 7) **Manager Update**

Olympic Ridge, Olympic View development

Waiting for owner to purchase their 2" apartment meters, they are asking for blocks of 4. It looks like they are also moving ahead with the single-family homes now as well, also in groups of 4. We are working with our meter supplier to get stock ready to go out.

North Mason Fire Authority Project

Met with Beau Bakken and will be submitting final invoices for payment, then we will be able to move to resolute and close the project.

CEDS project funding

Meeting to establish the well site and to get the process started for the bid docs as well as the contracts laid out with geo tech and engineering and get the documents drawn up so that we can then have a conversation with Mason County. Will be checking back with the county to see where our other projects are at.

Overton and Associates

Working with David and his team to figure out where our well site will be as well as what the path will need to be to get the property secured.

Continental Floral – No change.

MTA Project and Roundabout – No change.

Romance Hill development

Nothing new here, at this point it is unlikely that anything will be done here until the property sells.

39 Acres Site – See Note under Business to be Completed.

Maintenance and Operations –

Annual report-Still working to get the annual report done, working on the setup of the vision program, it currently is not tracking things in a manner that coincides with the needed schedules. Currently much of the set up in vision is being adjusted. Once the program is set up correctly then it will be simple process going forward. Have meetings set up with the SAO help desk to guide our set up to the best possible conclusion. Current reconciliation is still going well.

Site maintenance is continuing, and field staff are working on the leaks detected in the leak assessment. Running reports on the meter reads and grabbing some of the continuous leaks as well as zero reads and working them thru each month and keeping notes on same.

There is a lot of stuff going on, well and reservoir repairs and maintenance continues, hydrant cleaning and valve exercising as well as work on mapping and system ids for hydrants and valves.

New Business:

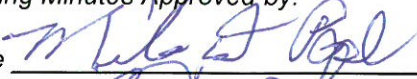
9) **Commissioners Comments:**

Commissioner Satran-Loudin said things are looking good and thanked the staff. Commissioner Born joined in agreement to her comment.

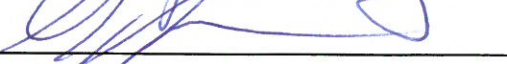
The board thanked the staff for doing a good job.

Meeting Adjourned at 5:36 p.m. By Commissioner Born.

July 12th, 2022 Meeting Minutes Approved by:

Commissioner Pope  Date: July 26, 2022

Commissioner Satran-Loudin  Date: July 26, 2022

Commissioner Born  Date: July 26, 2022