

Belfair Water District #1
March 14, 2023
Regular Meeting
3 p.m.

Commissioners Present

Greg Born
Jill Satran-Loudin
Mike Pope - absent

Staff Present

Dale Webb
Valisa Douglas
James Freeman

Guest

- 1) Commissioner Born called the meeting to order at 15:00 / Pledge of Allegiance led by Commissioner Born.
- 2) Public Comments –
No Public was present.
- 3) Accounts Payable were read and a motion was made by Commissioner Satran-Loudin to Accept and Approve Accounts Payable Warrants #10343-10371. 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 Born to approve the Meeting Minutes from the February 28, 2022, meeting. The Motion was 2nd by Commissioner Satran-Loudin. 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:**

New District Vehicle- 2007 Toyota Tundra with 129,000 miles for \$16,000.00 and \$1,420.00 in tax and licensing. \$1,000.00 approximately in tires and probably another \$1,000.00 in radio and toolbox etc.. Should be ready to work for about \$19,500.00 approximately. Will use our Kitsap Bank account to purchase and tax and licensing. We can replace funds if desired from our county account when the truck is finished. Both Commissioners in attendance were in favor of the purchase. We have been looking for another vehicle for a long time. Webb and Freeman went out and looked at used vehicles and found the price and condition of the vehicle in question to be better than anything looked at in the price point.

Resolution 2023-03 was presented to the Board, the resolution is to surplus the District Jeep Wrangler, and to send it to Stokes Auction as soon as possible. Commissioner Satran-Loudin motioned and Commissioner Born seconded, Commissioner Born called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 7) **Manager Update:**

Olympic Ridge, Olympic View development

Olympic View Apartments-

All meters that have been purchased for the Apartments are installed now, we are waiting on funds for the last two meters on that side of the project. The back side has been placed on hold, Freeman will likely touch on that in his report on operations..

Olympic Ridge Homes-

Currently they are waiting for funds for the 2 additional meters for irrigation they have requested, the check for these should be here next week and will up the total for the housing development to 146 meters.

CEDS Project Funding

Back up Generators for Well 4, Office and Romance Hill.

Emergency Generators expected dates are currently as follows:

All the ATS switchgear should be arriving by the end of May.

Well 4 and Romance Hill Generators are expected towards the end of August 2023.

Main Office Generator is currently expected to arrive March of 2024.

Well 6 Project

Well 6 Bid package is out and we are planning on a bid opening at 2 pm on April 11th 2023 directly prior to the 3 pm board meeting. Currently pursuing additional funding to make sure we can get this project as far as possible towards completion and connection to the system.

Also pursuing funding for possible reservoirs and building renovations or replacement and whatever infrastructure grants we can possibly get.

39 Acres

Waiting on the weather to stabilize.

Overton and Associates

Currently discussing the district acquiring the property where our reservoir and wells are located, and possible future options for additional sites.

Maintenance and Operations –

Jim Freeman reported on maintenance and operations (see attached list of topics)

Commissioner Satran-Loudin asked about the catch basin project: Bullseye Excavation installed the catch basin next door, had to come back and adjust the height of the grate (lower). We will be dressing out the outfall of the pipe and planting grass.

Commissioner Born asked if the pricing for the Razor Road project is good, Freeman said it was a good price for the first phase of the project and is working with Webb to see about timing and feasibility to do the work.

Discussed the project awarded to Zephyr for the lower shop grading and catch basin/storm installation. They will also be doing the work on the lower shop to shore up the roof and stabilize the sag in the roof. After trying for bids on that portion of the project for over 2 months they were the only bid received out of 4 contractors who looked at the job. There were 3 bids on the lot grading and installation of the storm basin and rerouting the storm line. Zephyrs was the low bid.

New Business:

WASWD meeting in April 12-14, who is wanting to attend. Both Commissioner Born and Commissioner Satran-Loudin will attend. Asked if Webb was planning on attending and Webb replied yes if at all possible. Webb will make the arrangements for rooms and conference. Since there is a bid opening on the 11th, we can leave the morning of the 12th as the conference does not start until 2 pm.

9) **Commissioners Comments:**

Commissioners both said "thank you all and awesome job" to staff for their efforts.

Meeting Adjourned at 15:47 By Commissioner Born.

March 14, 2023 Meeting Minutes Approved by:

Commissioner Pope _____ Date: February 28, 2023

Commissioner Satran-Loudin  _____ Date: February 28, 2023

Commissioner Born  _____ Date: February 28, 2023