

Belfair Water District #1
May 26, 2015 – Meeting Minutes
Regular Meeting
6 p.m.

Commissioners Present

Michael Pope
Jill Satran-Loudin
Linnie Griffin

Staff Present

Thomas Peadon
Linda Rosa

Visitors: Jay Gibson- Stantec; Jack Kimball

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

2) Public Comments on Non-Agenda: Please stand, state your name then make your comment. Three (3) minutes each. Thank You

3) Accounts Payable read by Commissioner Pope; Motion Made by Commissioner Griffin to approve warrants # 5731 to # 5752; Maintenance and Operation \$12,600.75 Includes Payroll; SR3 Project Loan Payment \$72,074.56; Reservoir Payment \$79,739.33 for a Total of \$164,414.64. Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

4) Motion made by Commissioner Griffin to approve the meeting minutes from May 12, 2015. Motion was 2nd by Commissioner Satran-Loudin to approve the meeting minutes from May 12, 2015 and Commissioner Pope called for the vote.

Motion Carried 3 Aye and 0 Nay

5) Petty Cash is at \$167.88 with a receipt of \$82.02 equaling \$250.00. The Cash Drawer had \$200.00. Commissioner Satran-Loudin verified May 26, 2015. Commissioner Griffin Motioned to accept the Petty Cash & Cash Drawers verified for May 12, 2015 and Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

6) Final Approval from the Commissioners was given to move our holding account from Columbia Bank to Kitsap Bank in Belfair. Also, approval for Commissioner Pope (President) and Commissioner Satran-Loudin (Treasurer) to be the signers on the account and Peadon and Rosa will have access to balances. Commissioner Griffin Motioned to approve Kitsap Bank as our holding bank and that Commissioner Pope and Commissioner Satran-Loudin will be the signers on the account. Also, that Peadon and Rosa will have access to balances. Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

7) PWF SR3 Project Update Phase 1: Peadon reported that the conflicting charges between us and the contractor were being worked out for final Pay Request #7.

8) USDA SR3 Project Update Phase II: Jay Gibson from Stantec shared a map and discussed the reason the contractor was jumping around was due to: Encroaching Issues Alignment; Contaminated Soil (restrictions in hauling and storing) and Dewatering Issues.

Gibson recommended that the Board approve a change order of \$180,000.00 to cover the cost of dewatering. Motion Made by Commissioner Satran-Loudin to approve additional \$180,000.00 for dewatering. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 2 Ayes and 1 Nays Commissioner Pope voted against

9) Gibson also recommended the District consider applying for supplemental funding from USDA in the amount of \$500,000.00 to cover potential cost over budget. Motion Made by Commissioner Satran-Loudin to approve a subsequent loan for overages. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

10) Peadon requested permission transfer District funds at Mason County when necessary. Motion Made by Commissioner Griffin to approve the authorization of Peadon transferring funds when necessary. Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

11) Discussion was made on changing office hours during the week for customers and having Friday's off. Nothing has been decided at this point.

12) Rosa let the Commissioner's know we decided to take all four candidates and will be able to utilize them in many aspects around the office and the well sites. They were excited and happy for us, a test run.

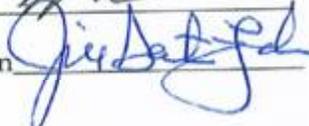
13) We need to find out if we are a non-profit and ask Brian if it's legal to pay for Chamber Membership of \$105.00.

14) Commissioner's Report:

- Commissioner Satran-Loudin happy bank has changed and happy the summer help is coming. Nice seeing Jay and appreciated the map and information.
- Commissioner Griffin also happy that the bank is in town; glad were looking at changing office hours and hiring all four summer help. Was nice to see Jay and appreciated the information he gave us. Senator Tim Sheldon has agreed to attend a regularly scheduled District Board meeting after the current legislative session.
- Commissioner Pope nice seeing Jay and appreciated the information. He also mentioned the steel plates not being done properly. Would like us to invite Senator Tim Sheldon; possibly a joint meeting with the County.

15) Meeting was adjourned at 7:25 pm

May 26, 2015 Meeting Minutes Approved by:

Commissioner Pope  Date: June 23, 2015
Commissioner Satran-Loudin  Date: June 23, 2015
Commissioner Griffin _____ Date: June 23, 2015