

Belfair Water District #1  
Meeting Minutes

January 13, 2015  
Regular Meeting  
6 p.m.

**Commissioners Present**

Michael Pope- Phone  
Jill Satran-Loudin  
Linnie Griffin

**Staff Present**

Rebecca Johnson  
Tom Peadon

Visitors: Jack Kimball, Adella Kimball, and Kaye Massie,

- 1) Meeting called to order/Flag salute: Commissioner Pope opened meeting called to order at 6:00 pm.
- 2) Motion made by Commissioner Griffin to approve the meeting minutes from December 16, 2014 Motion 2<sup>nd</sup> by Commissioner Satran Loudin.  
Motion Carried 3 Aye and 0 Nay
- 3) Motion Made by Commissioner Griffin to approve warrants # 5467 to # 5507 for the amount of \$36,799.30. Motion 2<sup>nd</sup> by Commissioner Satran- Loudin  
Motion Carried 3 Ayes and 0 Nays
- 4) Motion made by Commissioner Griffin to approve the Change Fund audit in the amount of \$ 200.00 and Petty Cash Fund in the amount of \$250.00 for December 16, 2014. Motion 2<sup>nd</sup> Commissioner Satran-Loudin.  
Motion Carried 3 Ayes and 0 Nays
- 5) Motion made by Commissioner Satran-Loudin to authorize the Board Chairman Mike Pope to sign any documents pertaining to the USAD RD loan. Motion 2<sup>nd</sup> by Commissioner Griffin.  
Motion Carried 3 Aye 0 Nays
- 6) Motion made by Commissioner Satran-Loudin to authorize General Manager Tom Peadon to sign the engagement letter with D.A. Davidson to go out and get the district interim financing. Motion 2<sup>nd</sup> by Commissioner Griffin.  
Motion Carried 3 Aye 0 Nays
- 7) Motion made by Commissioner Satran-Loudin to authorize General Manager Tom Peadon to sign the engagement letter with the Bond attorney for the USDA RD Loan. Motion 2<sup>nd</sup> by Commissioner Griffin.  
Motion Carried 3 Aye 0 Nays
- 8) Motion made by Commissioner Griffin to authorize General Manager Tom Peadon to attend the ERWOW Conference in Yakima. Motion 2<sup>nd</sup> by Commissioner Satran-Loudin.  
Motion Carried 3 Aye 0 Nays

9) Manager's Report Update: General Manager Peadon updated the Board on the progress of the USDA loan process to complete Phase 2 of the SR3 Water Main Project.

10) District Manager Peadon requested authorization from the Board to sign the engagement letter with Foster Pepper PLLC to represent the District as the Bond Attorney. Motion made by Commissioner Satran-Loudin. Motion 2<sup>nd</sup> by Commissioner Griffin.  
Motion Carried 3 Ayes 0 Nays

11) District Manager Peadon recommended that the Board consider implementing the 2% Rate increase as recommended by the FCS Group Rate Model dated March 25, 2014.

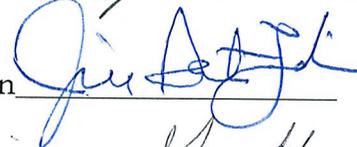
12) District Manager Peadon reported that the 2012-2014 Audit by the State Auditors Office was underway and that the Audit would take several weeks.

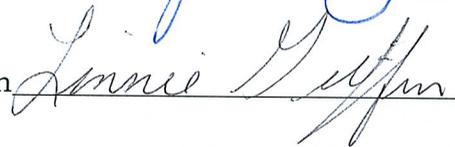
13) Office Manager Becky updated the Board on the progress with the Districts new billing software.

14) Meeting adjourned @ 7:55pm

Meeting Minutes Approved by:

Commissioner Pope  Date: February 10, 2015

Commissioner Satran-Loudin  Date: February 10, 2015

Commissioner Griffin  Date: February 10, 2015