

Belfair Water District #1  
July 14, 2015 – Meeting Minutes  
Regular Meeting  
6 p.m.

**Commissioners Present**

Michael Pope  
Jill Satran-Loudin  
Linnie Griffin

**Staff Present**

Dustin Pope  
Linda Rosa

- 1) Commissioner Pope called the meeting to order at 6:00 pm / Flag Salute
- 2) Public Comments on Non-Agenda: No comments were made.
- 3) Accounts Payable read by Commissioner Pope; Motion Made by Commissioner Griffin to approve warrants # 5792 to # 5842; Maintenance and Operation \$35,643.93 SR3 Phase 2 for \$304,232.69 for a Total of \$339,876.62. Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 4) June 23, 2015 Meeting minutes were not available for the commissioners, so permission was requested by Rosa to approve the June 23, 2015 minutes on the July 28, 2015. Motion made by Commissioner Griffin to approve the June 23, 2015 meeting minutes at the July 28, 2015 meeting. Motion was 2<sup>nd</sup> by Commissioner Satran-Loudin to approve the meeting minutes from June 23, 2015 minutes on the July 28, 2015 Commissioners meeting. Commissioner Pope called for the vote.

Motion Carried 3 Aye and 0 Nay

- 5) Petty Cash \$250.00, The Cash Drawer had \$200.00. Commissioner Satran-Loudin verified July 14, 2015. Commissioner Griffin Motioned to accept the Petty Cash & Cash Drawers verified July 14, 2015 and Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 6) Rosa discussed the monthly payment/overlapping in regards to late fees. Commissioner Pope discussed a possibility of giving ourselves a grace period putting in payments so customers don't accrue late fees when payment comes in the day its due. Rosa will check with BIAS.

- 7) Rosa discussed hiring an Administrative person for the office .

- 8) Rosa had the Commissioner's review the Copier Agreement, and the Board chose to keep the existing Agreement.

- 9) USDA SR3 Project Update Phase II:

Commissioner Pope talked about the July 2, 2015 meeting with the District's Contractor Pacific Coast General. Pope briefed the Board on the topics discussed. Primary discussions were, change orders, schedule, and other general disputes regarding the SR3 Project.

In attendance were Greg Hill, Jay Gibson, Tom Peadon, Tom Burke, Commissioner Pope, Steve Davis, Brian Johnson and Allen Estes.

- 10) Commissioner's Report:

Commissioner Satran-Loudin felt things were going good.

There was discussion on sampling at the schools; Sample stations need to be put in; I believe the new school will have sample stations.

Commission Griffin is looking for time to work with the staff on the Belfair Water District WebSite.

Meeting was adjourned at 7:10 pm

July 14, 2015 Meeting Minutes Approved by:

Commissioner Pope \_\_\_\_\_ Date: July 28, 2015

Commissioner Satran-Loudin \_\_\_\_\_ Date: July 28, 2015

Commissioner Griffin \_\_\_\_\_ Date: July 28, 2015

