

Belfair Water District #1
April 28, 2015 – Meeting Minutes
Regular Meeting
6 p.m.

Commissioners Present

Michael Pope
Jill Satran-Loudin
Linnie Griffin

Staff Present

Thomas Peadon
Linda Rosa

Visitors: Visitors: Jack & Adella Kimball

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

2) There were no public comments.

3) Accounts Payable read by Commissioner Pope; Motion Made by Commissioner Satran-Loudin to approve warrants # 5679 to # 5706; Maintenance and Operation \$34,365.66 Includes Payroll; P WTF SR3 Project: \$198,970.91; USDA SR3 Project: \$219,106.85 for a Total of \$452,443.42. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

4) P WTF SR3 Project Update Phase 1: Peadon reported that Phase 1 has reached substantial completion. Restoration and some final adjustments are the only remaining construction items. The District is now reviewing several change order requests from PCG. Otherwise Phase 1 is complete and in service.

5) USDA SR3 Project Update Phase II: Peadon reported that PCG submitted Phase 2 Change Order #1, payment for mobilization, bonding, materials that were already purchased and on hand.

6) Stantec Change Order #4: Peadon asked approval of the Commissioners to sign the #4 Change order for Stantec on the behalf of the District. Motion Made by Commissioner Satran-Loudin to approve Peadon signing the #4 Stantec Change order on behalf of the District. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

7) North Mason School District Easement and Bill of Sale; A section of Fire Line was removed and reinstalled in a different location on School District Property. The Bill of Sale and Easement is for the pipe, hydrants and valves installed in the new location. Peadon requested approval from the Board to sign the North Mason School District Easement and Bill of Sale on behalf of the District. Motion Made by Commissioner Satran-Loudin to approve Peadon signing the North Mason School District Easement and Bill of Sale on behalf of the District. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

8) Employee Discussion: Peadon discussed several employee related issues. Peadon requested authorization to hire two students to work for the District this summer. Peadon also requested approval change vacation accrual from 6.66 to eight hours a month. He also recommended that the District increase the wages for Rosa and Wessen by 10% for the extra workload and higher level of skills needed. Motion made by Commissioner Satran-Loudin to approve Peadon to change the vacation accrual hours to 8.0 instead of 6.66 and to give both Wessen and Rosa a 10% pay increase. Motion 2nd by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

9) Motion made by Commissioner Griffin to approve the meeting minutes from April 14, 2015. Motion was 2nd by Commissioner Satran-Loudin to approve the meeting minutes from April 14, 2015 and Commissioner Pope called for the vote.

Motion Carried 3 Aye and 0 Nay

10) Petty Cash is at \$233.05 with a receipt of \$16.95 equaling \$250.00. The Cash Drawer had \$200.00. Commissioner Satran-Loudin verified April 14, 2015 and April 28, 2015. Commissioner Griffin Motioned to accept the Petty Cash & Cash Drawers being verified for both April 14, 2015 and April 28, 2015 and Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

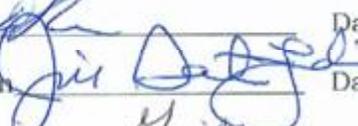
11) Commissioner's Report:

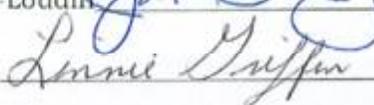
- Commissioner Pope WASWD Conference was good; talked about tires for the Colorado; Commission Satran-Loudin agreed.
- Commissioner Griffin WASWD Conference was good; options for on line bill pay by Lock-Box Inc. and Data Bar for printing and sending out bills Discussion on closing the office for certain times.
- Commissioner Satran-Loudin thanked the staff. Discussion about summer hires and making sure all equipment is working.

12) Meeting adjourned at 7:15 pm

April 28, 2105 Meeting Minutes Approved by:

Commissioner Pope  Date: May 12, 2015

Commissioner Satran-Loudin  Date: May 12, 2015

Commissioner Griffin  Date: May 12, 2015