

Belfair Water District #1
March 23, 2021
Regular Meeting
6 p.m.

Commissioners Present

Mike Pope
Jill Satran-Loudin
Greg Born

Staff Present

Dale Webb
Sherri LaHaie

Guest

- 1) *Commissioner Pope called the meeting to order at 6:00 pm / Flag Salute.*
- 2) *Public Comments – No public comments.*
- 3) *Accounts Payable were read by Commissioner Pope. A Motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #9108-9121. Commissioner Satran-Loudin 2nd the Motion. Commissioner Pope called for the vote.*

Motion Carried 3 Ayes and 0 Nays

- 4) *A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the March 9, 2021 meeting. The Motion was 2nd by Commissioner Born. Commissioner Pope called for the vote.*

Motion Carried 3 Ayes 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 Satran-Loudin verified before today's meeting. Commissioner Born read and Motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2nd by Commissioner Satran-Loudin. Commissioner Pope called for the vote.*

Motion Carried 3 Ayes and 0 Nays

- 6) ***Business to be Completed:*** No comments.

7)

- 8) ***Manager Update:***

Comp Plan/Stantec/Wellhead Protection Plan – Moving forward - the plan is being edited after responses, then resubmitted pending final response from DOH. Should be done and approved by July. Webb had a meeting with Fern and Regina to answer questions. Webb was trying to push for earlier than 90 days and Regina mentioned that she would talk to Fern. So with that being said, looking at the end of June for approval of the Comp Plan.

Developer Standards, Developer Contract and Fee Policies – Webb asked the Board if there were any comments on the development packet. Commissioner Pope said it all looked good. Webb said we are looking at 1407 ERUs when it's all said and done.

A Motion was made by Commissioner Satran-Loudin to Accept and approve Resolution 2021-01. Commissioner Pope 2nd the Motion and called for the vote.

Motion Carried 3 Ayes and 0 Nays

Employee Manual and District Policies – Webb working on this now and will have a draft at the April 13th meeting.

Overton and Associates – Conditional letters of Water Adequacy.

Continental Floral – Sending them the new developers packet tomorrow.

MTA Project and Roundabout – In progress, they are installing the line towards the property edge now.

Romance Hill, service and development – Waiting for approval of the plan, then will reach out to Rick and see if he is wanting to do anything at this time.

Maintenance and Operations – Backflow assembly is installed at the food bank and will be billing this week hopefully.

Equipment maintenance is continuing, as well as organizing in the lower shop.

Leak checks and shutting off for repairs and removing a meter on OBH as the customer is abandoning their service and hooking to their well.

Backflow data entry and coordination.

Well maintenance, chlorine leaks and pressure gauges.

Prepping for the sanitary survey, replacing the vents on the concrete reservoirs and sealing them up.

Locate from the Hub to the end of the system on OBH, as well as extensive locate at the mini storage on 106.

9) **New Business** – Commissioner Pope asked if the apartments will get one meter, which Webb responded that each complex will go through one meter.

10) **Commissioners Comments** – Commissioner Pope said to keep up the good work.

Meeting Adjourned at 7:20 pm by Commissioner Pope.

March 23, 2021 Meeting Minutes Approved by:

Commissioner Pope  Date: April 13, 2021

Commissioner Satran-Loudin  Date: April 13, 2021

Commissioner Born _____ Date: April 13, 2021