

Belfair Water District #1  
August 8, 2023  
Regular Meeting  
3 p.m.

**Commissioners Present**

Greg Born-Absent  
Jill Satran-Loudin  
Mike Pope

**Staff Present**

Dale Webb  
Valisa Douglas  
James Freeman

**Guest**

- 1) Commissioner Poe called the meeting to order at 15:00 / Pledge of Allegiance led by Commissioner Satran-Loudin.
- 2) Public Comments – Tamara Nagrodski petitioned the board for the entire 1/3 of her leak adjustment totaling \$574.46. After explaining that the leak was on the underground line to her home and Commissioner Pope acknowledging the policy covers that type of leak, Commissioner Pope motioned to grant the adjustment for \$578.46, Commissioner Satran-Loudin seconded the motion.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 3) Accounts Payable were read and a motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #10575-10596. Commissioner Satran-Loudin 2<sup>nd</sup> the Motion. Commissioner Pope called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 4) A Motion was made by Commissioner Satran-Loudin to approve the Meeting Minutes from the July 11th, 2023, meeting. The Motion was 2<sup>nd</sup> by Commissioner Pope. Commissioner Pope called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 5) Petty Cash is \$250.00. (Cash = \$117.85 and Receipts = \$132.15 = \$250.00). The Cash Drawer is \$200.00. Commissioner Satran-Loudin verified before today's meeting. Commissioner Pope read and motioned to Accept and Approve Petty Cash & Cash Drawers as shown on the agenda. Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 2 Ayes 1 Absent and 0 Nays

- 6) **Business to be Completed:**

**Legal Counsel response to questions regarding the Bond from Harbor Custom Development.**

The bond form was reviewed, and currently seeking further answers from the bonding company as to the process required and the status of the bond's future expiration.

**Razor Road site expansion**

Currently awaiting confirmation that the boundary line adjustments can be done and exactly how that will need to occur. The current lot size does not conform to current county standards but as a utility district we are allowed a variance by RCW, currently confirming that before we start scheduling surveys and closing agents. Need confirmation that once done, lines will be redrawn, and we will be able to utilize the property for whatever purpose we need in the future.

**Eagles well**

No reply yet on that

7) **Manager Update:**

**Olympic Ridge, Olympic View development**

Olympic View Apartments- It has been almost 3 weeks since we met onsite with Harbor representatives, addressed concerns and repairs to the PRV vault and the amount of work needed to actually get this phase of the project signed off and accepted and the maintenance bond started. We will be having another conversation after 4 weeks if there is no movement, which is why the call to the bond company.

**Olympic Ridge Homes-**

Currently 60 meters installed 30 meters paid for and another 10 adequacies waiting payment. Should have more meters in September now. (See operations report for more details)

**CEDS Project Funding**

Backup Generators for Well 4, Office and Romance Hill.

Southworth Electric is continuing to work on some of the installation of hardware and prep for the ATS gear. Also working on the shop generator installation with Jim.

**Well 6 Project**

Waiting on Contractor to officially start the project. They have brought some stuff on site and will be starting soon

**Overton and Associates**

Hoping to have draft plans for parcels and areas for future development. Also addressing the deep line on the access road and future BWD property.

**Romance Hill Booster Station**

Final testing and set up is complete, should see marked decrease in the power bill going forward, especially in September. (More in operations report)

**39 Acres**

The Permitting process is underway. Still looking for Geotech's to give us bids on a report (because of the utilities on site and the steep slopes).

**Maintenance and Operations –**

Jim Freeman reported on maintenance and operations (see attached list of topics)

**New Business:**

9) **Commissioners Comments:**

Commissioners again thanked the staff and said that the work going on here is wonderful. "Keep up the Good Work!"

Meeting Adjourned at 15:35 By Commissioner Pope.

August 8th, 2023, Meeting Minutes Approved by:

Commissioner Pope  Date: August 22, 2023

Commissioner Satran-Loudin  Date: August 22, 2023

Commissioner Born  Date: August 22, 2023