

Belfair Water District #1
August 24, 2021
Regular Meeting
6 p.m.

Commissioners Present

Mike Pope
Satran-Loudin (Excused Absent)
Greg Born

Staff Present

Dale Webb
James Freeman

Guest

Jill

- 1) Commissioner Pope called the meeting to order at 6:01 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 #9357-9375. Commissioner Born 2nd the Motion. Commissioner Pope called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

- 4) A Motion was made by Commissioner Pope to approve the Meeting Minutes from the August 10th, 2021 meeting. The Motion was 2nd by Commissioner Born. Commissioner Pope called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

- 5) Petty Cash is at \$250.00. (Cash = \$117.85 and Receipts = \$132.15 = \$250.00). The Cash Drawer has \$200.00. Commissioner Born 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 Pope. Commissioner Born called for the vote.

Motion Carried 2 Ayes and 0 Nays, 1 Absent

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

No report.

- 7) **Manager Update:**

Comp Plan/Stantec/Wellhead Protection Plan – Webb stated that the District's Comp Plan has been finalized and approved and we have copies. This chapter is now closed for the District. The District would be required to contribute \$50,000. This will be used for the new well around the existing Well 4 location. We will likely have to amend the current plan sooner rather than later as we move forward. We will need to complete upgrades and changes to the system, but we are on a 10-year clock for another mandated Comp Plan.

CEDS Project Funding – Webb stated that the District has been approved for a \$450,000 grant for the shared water rights new well by Well 4. In round 2, we are seeking additional funding (see letters outlining and in support of) for emergency generators, improved easements and COVID restitution as well as potential for 39 acres site to host a well and additional storage. We will need to look at potential of revenue to secure if granted these fund requests, especially the 30 Acres development. While prices are good, seeking bids for logging that site to put revenue in our capital projects account to help with funding.

North Mason Fire Authority Project – Tapping and switching over the service (existing for the house) and abandoning the existing service connection on OBH, installation and testing of the service meter backflow device and whatever additional punchlist items that could arise. Should be finished with the water line next month.

Overton and Associates – It has been requested to add an additional \$75,000.00 to our grant application to pay further water rights and well development.

Continental Floral – Webb will be contacting Kim at Apex Engineering and ask about status at Continental Floral project. Webb went to Tacoma last week to meet with Kim about the site above McDonalds to finalize prints.

MTA Project and Roundabout – Pretty much done. Should be coming forward for acceptance in the next month.

Romance Hill development – No news.

Maintenance and Operations – Last couple weeks have been extremely busy. The county has undertaken to widen OBH and install a bike path. This meant the District had to raise and improve the valves and connections on that side to match grade for their project. Jim and Bob have been very busy with this and it now completed until they are done and we will have to go back and check the final grade and finish on this as far as our infrastructure is concerned. We intend to submit a bill to the county for reimbursement for anything here that we can.

Other than that being our biggest project, we are also replacing the old Neptune meters (“Bubbas”) with the new meters. We have been receiving the meters quarterly via a purchase agreement with the supplier to lock in old pricing. Part of our Comp Plan operations is to replace the old meters. Most of the ones lately were installed around the 2008 timeframe. We will be eliminating the Bubba equipment as soon as it is prudent and surplus that for whatever we can get.

The WASWD Fall Conference will be at Great Wolf Lodge and Webb asked who was planning on attending. Commissioners Born and Satran-Loudin as well as Webb will be attending.

Commissioner Pope asked about the new billing software. Webb mentioned that it has been bumpy, and that the District did have in-person training for 2 days and offered training via online. He also said that the data that got transferred over was not up to date and have been working to get more complete data.

Webb asked if Stantec is the District engineer or record, and Commissioner Pope said he didn’t think so.

Commissioner Pope asked about the meeting with Port of Allyn. Webb said we will not be teaming up with them at all due to their infrastructure issues.

8) Commissioners Comments:

No comments.

Meeting Adjourned at 6:55 pm by Commissioner Pope.

August 24, 2021 Meeting Minutes Approved by:

Commissioner Pope _____ Date: September 14, 2021

Commissioner Satran-Loudin _____ Date: September 14, 2021

Commissioner Born _____ Date: September 14, 2021