

Belfair Water District #1
Meeting Minutes

November 12, 2013
Regular Meeting
6 p.m.



Commissioners Present

Michael Pope- Absent
Jill Satran-Loudin
Linnie Griffin

Staff Present

Rebecca Johnson
Tom Peadon
Michael Sammons

Visitors: Jack Kimball, Adella Kimball, Alice Thaves, Joseph Ford, Mrs. Crosswhite and Nick Rynolds.

- 1) Meeting called to order/Flag salute: Commissioner Griffin opened meeting called to order at 6:00 pm.
- 2) Motion made by Commissioner Satran- Loudin to approve the meeting minutes from October 22, 2013. Motion 2nd by Commissioner Griffin.
Motion Carried 2 Aye and 0 Nay 1 Absent
- 3) Motion Made by Commissioner Satran-Loudin to approve warrants # 4718 to # 4758 for the amount of \$56,926.72. Motion 2nd by Commissioner Griffin.
Motion Carried 2 Ayes and 0 Nays 1 Absent
- 4) Motion made by Commissioner Griffin to approve the Change Fund audit in the amount of \$ 200.00 and Petty Cash Fund in the amount of \$250.00 for August 13, 2013. Motion 2nd Commissioner Satran-Loudin.
Motion Carried 2 Ayes and 0 Nays 1 Absent
- 5) District Manager updated the Commissioners on the SR-3 Project , the 2014 budget and also having another retreat.
- 6.) Field Superintendent updated the Commissioners on the booster pump issues on Razor Road. He also talked about purchasing new equipment.
- 7.) Office Manager updated the Commissioners on the new Bias software.
- 8.) Commissioners Satran- Loudin made a motion to approve the staff to adjust account # 296 bill over the \$300.00 limit. Commissioner Griffin 2nd the motion.
Motion carried 2 Aye 0 Nays 1 Absent
- 9.) Commissioner Satran- Loudin made a motion to give account #9 an adjustment in the amount of \$1,558.82. This adjustment was decided on a quote that the customer received from Archer. Motion 2nd by Commissioner Griffin.
Motion carried 2 Aye 0 Nays 1 Absent
- 10.) Commissioner Griffin adjourned the meeting at 7:45pm.

Meeting Minutes Approved by:
Commissioner Pope [Signature] Date: December 10, 2013
Commissioner Satran-Loudin [Signature] Date: December 10, 2013
Commissioner Griffin [Signature] Date: December 10, 2013