

Belfair Water District #1  
May 24, 2016  
Regular Meeting  
6 p.m.

**Commissioners Present**

Michael Pope  
Linnie Griffin  
Jill Satran-Loudin

**Staff Present**

Tom Peadon  
Ruby Nelson

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

2) There were no public comments.

3) Accounts Payable were read by Commissioner Pope; A Motion Made by Commissioner Griffin to include Accounts Payable Warrants #6435 - #6443, Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

4) Motion made by Commissioner Griffin to approve the meeting minutes from the May 10, 2016. Motion was 2<sup>nd</sup> by Commissioner Satran-Loudin to approve the meeting minutes from May 10, 2016 and Commissioner Pope called for the vote.

Motion Carried 3 Aye and 0 Nay

5) Petty Cash is at \$163.53; Receipts: \$86.47 equaling \$250.00. The Cash Drawer has \$200.00. Commissioner Griffin verified May 24, 2016 before the meeting. Commissioner Jill Satran-Loudin motioned to accept the Petty Cash & Cash Drawers verified for May 24, 2016 and Motion 2<sup>nd</sup> by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

6) Manager Update:

- A few signatures were still needed on the Retrospective Rating Program Application which signature approval was motioned at the May 10<sup>th</sup>, 2016 meeting

-Motion made by Commissioner Jill Satran-Loudin motioned to give Belfair Water District permission to credit account 278 for \$468.21 due to a cracked pipe installed by PCG. Commissioner Griffin accepted the motion. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

-Discussion in regards to the 50<sup>th</sup> Anniversary Gathering on June 25, 2016. Time from 1:00 pm to 3:00 pm. Commissioner Satran-Loudin will order a cake. RNelson will advertise a Special Meeting in the Kitsap Sun and Shelton Journal. RNelson will also have information placed on the website and doors also.

-Commissioner Satran-Loudin signed the District's new credit card for Costco.

7) SR-3 Project:

- Commissioners were given copies of the Response to PCG's Complaint.

8) Commissioners Comments:


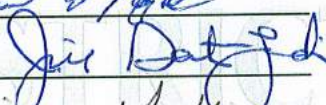
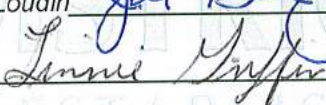
Commissioner Satran-Loudin asked us to look into letters instead of a magnet logo because it may rust the jeep.

Motion made by Commissioner Satran-Loudin to approve the staff to work the Safety Days held at the elementary school from 9:00 am – 3:00 pm on June 14-16, 2016. Motion was 2<sup>nd</sup> by Commissioner Griffin and Commissioner Pope called for the vote.

Motion Carried 3 Aye and 0 Nay

9) Meeting was adjourned at 6:55 pm

May 24, 2016 Meeting Minutes Approved by:

Commissioner Pope		Date: June 14, 2016
Commissioner Satran-Loudin		Date: June 14, 2016
Commissioner Griffin		Date: June 14, 2016

360-275-3008

Belfair Water District #1  
June 14, 2016  
Regular Meeting  
6 p.m.

**Commissioners Present**

Michael Pope  
Linnie Griffin  
Jill Satran-Loudin

**Staff Present**

Tom Peadon  
Linda Rosa

**Guest**

Kaye Massie  
Herb Gerhardt

- 1) Commissioner Pope called the meeting to order at 6:00 pm / Flag Salute
- 2) Kaye Massie commended the Commissioners and Staff for bringing back the Belfair Water District #1 to a true business and truly appreciated all the efforts.
- 3) Accounts Payable were read by Commissioner Pope; A Motion Made by Commissioner Griffin to include Accounts Payable Warrants #6444 - #6481, Motion 2<sup>nd</sup> by Commissioner Satran-Loudin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

- 4) Motion made by Commissioner Griffin to approve the meeting minutes from the May 24, 2016. Motion was 2<sup>nd</sup> by Commissioner Satran-Loudin to approve the meeting minutes from May 24, 2016 and Commissioner Pope called for the vote.

Motion Carried 3 Aye and 0 Nay

- 5) Petty Cash is at \$163.53; Receipts: \$86.47 equaling \$250.00. The Cash Drawer has \$200.00. Commissioner Griffin verified May 24, 2016 before the meeting. Commissioner Jill Satran-Loudin motioned to accept the Petty Cash & Cash Drawers verified for June 14, 2016 and Motion 2<sup>nd</sup> by Commissioner Griffin. Commissioner Pope called for the vote.

Motion Carried 3 Ayes and 0 Nays

6) Manager Update:

- The 50<sup>th</sup> Anniversary / Employee recognition meeting will be held on June 25, 2016. Time from 1:00 pm to 3:00 pm.
- Commissioner's received computer tablets to start receiving Minutes, Agenda's and staff correspondence.
- The 2015 Financial Report was submitted to the Auditor on time. WOOHOO!
- Staff will contact Zephyrs' to see if they could replace the hydrant on Hwy 300
- Staff attended Safety Days at Sand Hill Elementary and will attend Belfair Elementary on Thursday 6/16/2016.
- There are two new water services scheduled to be installed at 19251 and 19253 E Hwy 106 on June 22, 2016.
- Summer staff has arrived and will be working on finding and mapping the meters, valves, hydrants, sample stations etc.

7) SR-3 Project:

- Nothing new happening.

8) Commissioners Comments Commissioner Griffin reminded everyone that the 50<sup>th</sup> anniversary meeting will be held on 6/25/2016 and she will bring refreshments. Commissioner Satran-Loudin said she will provide a cake.

9) Meeting was adjourned at 7:25 pm

June 14, 2016 Meeting Minutes Approved by:

Commissioner Pope *Mark D Pope* Date: June 28, 2016

Commissioner Satran-Loudin *Jill Sat-Loudin* Date: June 28, 2016

Commissioner Griffin *Lynne L Griffin* Date: June 28, 2016

