

Belfair Water District #1
April 9, 2024
Regular Meeting
3 p.m.

Commissioners Present

Greg Born
Jill Satran-Loudin
Mike Pope

Staff Present

Dale Webb
Valisa Douglas
James Freeman

Guest

Greg & Lorelie Waggett

- 1) *Commissioner Born called the meeting to order at 15:04 / Pledge of Allegiance led by Commissioner Born*
- 2) *Public Comments –Lorelie Waggett requested an explanation of the billing message on the rate and fee study mentioned. Webb explained that the district is working through the study and Commissioner Pope stated the district is aware of the current rates being high and doing our best to not raise monthly rates but there were increases from the last study that were not implemented and increases to address the CIP will need to be made. The board will be making decisions in the near future as to what path the district will move forward on. Greg Waggett asked where the money from the hill development is in the equation. Webb explained that was capital funding and is not the same funding as the monthly rates which fund the Operations and Maintenance of the District. He then asked where the financials were displayed, and the budget. Commissioner Pope said we are not required to have a budget, but we do have one. Webb said he would be happy to answer questions and show him, but it was not posted on our website or anything like that. And there is the option of a Public records request.*
- 3) *Accounts Payable were read and a motion was made by Commissioner Pope to Accept and Approve Accounts Payable Warrants #11054-11098. Commissioner Satran-Loudin 2nd the Motion. Commissioner Born called for the vote.*

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 4) *A Motion was made by Commissioner Born to approve the Meeting Minutes from the March 26, 2024, meeting. The Motion was 2nd by Commissioner Pope. Commissioner Born called for the vote.*

Motion Carried 3 Ayes 0 Absent and 0 Nays

- 5) *Petty Cash is \$250.00. The Cash Drawer is \$200.00. Commissioners Born verified before today's meeting. Commissioner Born read and Commissioner Satran-Loudin 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 3 Ayes 0 Absent and 0 Nays

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

Rasor Road site expansion

The owner's lender is signing the release, should be filed soon. We are waiting on verification.

- 7) **Manager Update:**

Olympic View Development

Legal is currently working with the bond company. We hope to hear something soon on the bond paying out to finish the project and fix the vault. As it drags on we are tracking and potentially could add on to the amount of the submittal.

CEDS Project Funding

Generator Project

Well 1 is up and running. Romance Hill will be shut down to cut in the generator tomorrow at 10am, this should be done by noon and service restored to the customers. Well 4 will be cut in next week and the tech from Tacoma Diesel is tentatively scheduled for the 23rd to finish with Romance and Well 4

Commissioner Pope questioned security at the Romance site, Webb said that he and Freeman had discussed a fence but had opted to not as it would clutter our space, everything is locked and padlocked. Freeman said that we had a gate that we got from above the post office and we will install it in the future to help keep people from driving down to the site.

Well 6 Project

The driller is onsite, they have installed the screen and are currently developing the pump chamber and the screen. Hope to be test pumping in a couple weeks. Commissioner Pope reinforced to the visitors that the majority of that money had come from ARPA funds through Mason County. Webb also clarified the current search for additional funding on these projects as well as funding for future projects. The District is hopeful that we will get additional funding in the next budget cycle in Olympia. All of the "grants" available to us would come with a contribution amount from the District but all our costs to engineer and put together proposals etc. can be totaled towards that match amount or so that is how he is understanding the process so far.

Overton and Associates

Nothing new to report

Romance Hill Booster Station

Rick purchased a water adequacy for the 8.1 ac around the booster station, engineers checked hydraulics and advised on the statement for the adequacy. Webb is trying to get a meeting scheduled with Rick to discuss the property there.

39 Acres Site

Met with Geotech who is doing the report for DNR. He will be in touch if he needs anything further from us.

Maintenance and Operations –

James Freeman to report.

New Business:

Valisa to move to Office Manager Step 5. She is doing well and is taking on a larger role with the district as we move forward.

Motion to approve Valisa to Step 5

Commissioner Pope motioned to accept Valisa step increase. Motion 2nd by Commissioner Satran-Loudin

Motion Carried 3 Ayes 0 Absent and 0 Nays

Financial Study results and the rate and fee updates as well as our DEA documents and agreements

Webb explained for the benefit of guest that in this process, the board and staff have been diligently working to make sure that the monthly rate was impacted as little as possible, the initial recommendation to do three 4% increases has been looked at and will likely be no change at this time for the monthly rate, but then starting in 2025 with a increase that would reflect the CIP rate for our area. Commissioner Pope explained the history of Belfair Water and the past and its affect on our costs and maintenance and our ability to maintain water to our customers. Commissioner Pope also explained our purchases and why they were and are necessary to the District as we grow. The costs of these things vs rental and hiring contractors was much more efficient to purchase them and it is equipping our people moving forward.

9) **Commissioners Comments:**

Commissioner Pope said, "Proud of our employees."

Commissioner Born said "This place is running like a finely tuned clock"

Commissioner Satran-Loudin said "Thank you for all you do"

Meeting Adjourned at 16:30 By Commissioner Born.

April 9, 2024, Meeting Minutes Approved by:

Commissioner Pope _____ Date: April 23rd, 2024

Commissioner Satran-Loudin _____ Date: April 23rd, 2024

Commissioner Born _____ Date: April 23rd, 2024

