Belfair Water District #1

March 22, 2022

Regular Meeting

6 p.m.

***Commissioners Present Staff Present Guest*** *Mike Pope Dale Webb Jill Satran-Loudin Sherri LaHaie*

 Greg Born

1. *Commissioner Pope called the meeting to order at 5:04 pm / Flag Salute.*

1. *Public Comments – No public comments.*
2. *Accounts Payable were read by Commissioner Born. A Motion was made by Commisioner Pope to Accept and Approve Accounts Payable Warrants #9705-9726. Commissioner Satran-Loudin 2nd the Motion. Commissioner Born called for the vote.*

*Motion Carried 3 Ayes and 0 Nays*

1. *A Motion was made by Commissioner Born to approve the Meeting Minutes from the March 8th 2022 meeting. The Motion was 2nd by Commissioner Satran-Loudin. Commissioner Born called for the vote.*

*Motion Carried 3 Ayes and 0 Nays*

1. *Petty Cash is at $250.00. (Cash = $117.85 and Receipts = $132.15 = $250.00). The Cash Drawer has $200.00. Commissioner Satran-Loudin 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 Satran-Loudin. Commissioner Born called for the vote.*

*Motion Carried 3 Ayes and 0 Nays*

1. ***Business to be Completed: Nothing to note***

1. ***Manager Update:***

***Olympic Ridge/Olympic View homes and apartments*** *– Water main installation is progressing fairly fast. Some issues with plan sets and standards, but moving ahead. Commissioner Pope asked what the Pipe depth is, and Webb replied that it is 4” max cover.*

***CEDS Project Funding*** *– Waiting on Mason County as to our next steps.*

***North Mason Fire Authority Project*** *– Working towards wrapping this up soon.*

***Overton and Associates*** *– No change in the last couple of weeks.*

***Continental Floral*** *– No change.*

***MTA Project and Roundabout*** *– No change.*

***Romance Hill development*** *– Trying to get some numbers (estimates), but slow to respond. Will continue to push for something. Webb would like to get with an engineer and get something put together so as we progress we don’t miss anything in our discussions with potential development.*

***Maintenance and Operations*** *– Work has been hectic and busy. Everyone is carrying a bit more load as we are short staffed.*

*First round of interviews has almost been completed. Will be scheduling final interviews with the top 3 candidates this week hopefully.*

*All samples are on schedule and complete to date.*

*Met virtually with the auditor last week and will be meeting weekly. Will continue the process of getting them the rest of the data they are requesting as quickly as we can.*

*Will be catching up the cross connection program this week and next, as well as getting meter reads and preparing for billing.*

*Alex Gobble has passed his WDS test. His next hurdle will be cross connection and then in a year passing his WDM.*

***39 Acres Site –*** *Waiting on bids for Survey for timber cruising. Received the first bid for about $15,000. Seems high, so we are seeking more bids.*

***Rasor Rd Site*** *– No change.*

***New Business :*** *Would like to amend the Developer Extension Manual to match the standard details. Missed a comment that allowed U-Branch connections from a single tap. Also appears there is some confusion as to minimum service pipe size. Originals along with the proposed edits are presented. Would like a motion and a vote to amend the manual to match the details and further clarify District policy.*

*Commissioner Satran-Loudin made a Motion to amend the manual to match details and further clarify District policy. Commissioner Pope 2nd the Motion. Commissioner Born called for the vote.*

 *Motion Carried 3 Ayes and 0 Nays*

1. ***Commissioners Comments:***

 *Meeting Adjourned at 6:24 pm.*

 *March 22nd, 2022 Meeting Minutes Approved by:*

 *Commissioner Pope ­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* \_*Date: April 12, 2022*

 *Commissioner Satran-Loudin \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: April 12, 2022*

 *Commissioner Born\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: April 12, 2022*