

**MACKAYE HARBOR WATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
October 17, 2017**

CALL TO ORDER

The Board of Commissioners for MacKaye Harbor Water District met in regular session on October 17 at the Lopez Library meeting room. Chairman Olson called the meeting to order at 5:15 p.m. Present were commissioners Dean Anderson and KC Jennings, manager Wayne Haefele, clerk Helen Cosgrove and guest, Linda Noreen.

REGULAR BUSINESS

A. Approval of September 18 Minutes

Olson moved, seconded by Jennings to approve the minutes from the September 18 meeting. Olson said there were two corrections, one the spelling of his name, should be o not e and in the last line it should say chloride not sodium. The minutes were approved with changes.

B. Approval of Vouchers and Payroll

Cosgrove reported invoices were received from A & A Well Drilling. Olson moved, seconded by Jennings to approve vouchers in the amount of \$5,514.23 and payroll in the amount of \$228.00. The motion passed unanimously.

C. Financial Report

Cosgrove distributed the general fund reports; there is \$29,800 in the fund. Have received almost all revenues of budgeted amount and expended 52%. A few items over budget such as repair & maintenance and SJC accounting services.

D. Managers' Report

Haefele reported that he posted the resolutions to the website; when building policy page realized that there was no firm resolution to the late payment policy, got the audio will listen to it and finish the policy page. A & A is not getting the locate calls, receives e-mails of notifications that says there are none, needs to get information regarding who to contact. Olson suggested calling in a fake locate to test the system. Updated water use graph, should it be posted on the website. Jennings didn't think that it would be understood. Olson said if it has any relevance, put it on. After discussion, it was decided to put it on the website. Went and picked up plants, contacted several groups looking for volunteers and was not able to find anyone; half of them are planted, will take about 40 hours. Jennings said it looked good and would fill in fast with the density of the plantings. Olson offered to help Haefele plant the remaining plants.

E. Commissioners Reports

Olson asked if Haefele had sent a letter to Besola's, he had. Olson brought up establishing a rate for commercial use, such as vacation rentals. Haefele said the rates have to be consistently applied for each class of user and a commercial rate could be established. Olson said the graph Haefele prepared, showed a different usage pattern compared to prior years, increase in usage started earlier and lasted longer; would like to try and figure out what precipitated the change, is it an increase in vacation rentals. Haefele said the county sent out a card regarding vacation rentals versus long term rentals. Jennings said it was from the Lopez Community Land Trust. Haefele said the county council is having a lot of discussion about that issue. Olson if behavioral changes of owners caused the changes; how can excess use of water by vacation renters be controlled; a number of these rentals are probably not properly licensed; difficult to identify those that are rental properties; the higher users are Salmon Point residences; need to continue to watch water consumption increases. Jennings said it could become an issue in the future; only so much water available. Olson concurred that there is a finite amount. Jennings noted that the District is not at build out. Haefele asked about the meters and their accuracy,

suggested a meter replacement program. Olson said it has been previously discussed, would replace them over time. Jennings said MHWC specified a model that was to be used. Olson said that newer meters could be an improvement over what MHWC specified. Jennings then brought up the manual prepared by MHWC and said MHWD should adopt some of it as policy for the District. Haeefe said the M & O portion and water rights portion were well prepared by Pat Roe; surprised DOH has not contacted the District regarding updating the manual; water system plans are often required by small system purveyors. Olson said the District should begin replacing older meters. Haeefe to find out the cost per unit and see what meters should be used; replace 5 or so a year; may increase revenue because the meters tend to slow down over time.

F. Personal Appearances

Noreen was not aware of change in meeting day; not seen on website. Haeefe said he has posted it on the website. Noreen asked if the audio was going to be on the website. It was decided not to post the audio on the website but would make them available to any one that asks. Also, mentioned the new commissioner is not named on the website.

G. Commissioners Additions to the Agenda

None

UNFINISHED BUSINESS

A. 2018 Budget

Cosgrove said she made some changes as suggested at the last meeting and marked those line items. Cosgrove noted that she had forgotten to make the entire increase for 2017 billings as approved in 2016; only increased the rate by \$5.00 instead of the \$30.00 approved, needs to increase it but would like it to be a separate billing line item and name it reserves or something similar; figured out estimated beginning cash of \$15,000, \$19,590 is projected ending cash for 2018. Jennings suggested calling it reserves and upgrades. There was general discussion about water testing, one item recently tested for was asbestos. Haeefe and Jennings didn't understand why that test needed to be performed; Haeefe to ask A & A about the need for it. Expense items were reviewed, it was decided to decrease water testing to \$1,500, decrease legal fees to \$1,500, increase water system repair parts to \$700, increase telephone to \$850, all agreed to by consensus.

NEW BUSINESS

None

ADJOURNMENT

There being no further business, the meeting adjourned at 6:40 p.m.

Commissioner

District Clerk