

**MACKAYE HARBOR WATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
April 16, 2018**

CALL TO ORDER

The Board of Commissioners for MacKaye Harbor Water District met in regular session on April 16 at the Lopez Island library meeting room. Chairman Olson called the meeting to order at 5:24 p.m. Due to lack of a quorum, the meeting was recessed at 5:25, to be reconvened on April 20 at 5:15 p.m.

Olson called the reconvened meeting to order on April 20 at 5:15 p.m. in the office of the District. Present were commissioner Dean Anderson (by phone), manager Wayne Haefele, clerk Helen Cosgrove and guest.

REGULAR BUSINESS

A. Approval of March 19 Minutes

Olson moved, seconded by Anderson to approve the minutes for the March 19 meeting as presented. The motion passed unanimously.

B. Approval of Vouchers and Payroll

Cosgrove distributed the claims payment request form. Anderson moved, seconded by Olson to approve vouchers in the amount of \$2,833.02 and payroll in the amount of \$380.00. The motion passed unanimously.

C. Financial Report

Cosgrove distributed the budget. Cosgrove reported that the final account receivable payment was received. There is \$38,000 in the fund, \$30,000 of that is in the investment pool. There was discussion about the audits performed by the state which are done every 3 years. Cosgrove noted that one item that may be brought up is lack of internal control on receipting of billings, Haefele reviews the monthly reports to make sure the district's revenues and expenses match what the county shows. Anderson asked how the county gets the information. Cosgrove replied that when deposits are made, a transmittal is sent to the county allocating the deposit to the various revenue items, the bills are reviewed and approved by the commissioners, the county then pays the approved bills.

D. Managers' Report

Haefele reported the water quality report, the minutes and an updated water usage graph was posted to the website; reviewed the insurance coverage, found several exclusions, policy is an area of coverage policy and only includes Salmon Point not the rest of the district, will make correction to it. Cosgrove to follow up on it. There are 3 different coverages – injury and property damage, personal and advertising injury and medical payments to third parties, medical coverage is up to \$15,000. Olson thought that was low especially if someone was infected by e-coli, with monthly testing,

exposure is low. Haefele said the commissioners are not covered for errors and omissions. Cosgrove said it had been looked into and a decision was made at the time not to opt for the coverage due to the cost. It was decided to have the district's attorney review the insurance package to make sure the district is adequately covered.

Had contacted Linescape about locating water lines; don't come to the island very often, suggested he contact USIC, does daily locating for CenturyLink, contacted them, there is a division that doesn't work with municipalities, waiting to hear back from them.

Well #2 is running again, got estimate for drilling a new well along with replacing the pumps and related equipment was \$8,000 for the well drilling and another \$4,000 for the pumps and related equipment for a total of \$12,000 and then an additional \$1,000 to abandon the old well; found a well drilling company in Bow, familiar with the MHWD system having worked on it before, and estimated to drill a new well would cost \$6,000+ and to TV the well would be \$600, the well pump would have to be pulled, which is an additional cost to remove and replace; could also install a 4" liner inside of the 6" sleeve, not sure if that is allowable for a Class A system, will check with DOH. Olson said the pricing of the sleeve's need to be determined to evaluate the total costs and then decide about whether to TV the well shaft, go for the least expensive option in repairing or drilling a new well. Haefele to look into the costs of the sleeves if it is acceptable to DOH. Haefele asked if the well logs were received. Cosgrove said there were 3 of them. Haefele said he would like those to review if a new well is to drilled.

Handed out the water test results, volatile organic, inorganic, synthetic organic and herbicides and pesticides; full range should be done every 6 years, are due this year; all test results showed minimum number, one test result for pesticides showed some; all primary inorganic compounds were okay, all primary inorganics which could affect health are okay, in some secondary quality items there are overages, over for manganese, a taste and odor issue; total dissolved solids is over the minimum allowed, chloride is also high; both a reflection of salt water intrusion; conductivity is also high, could be causing problems. Olson said he was concerned about the high chloride reading. Haefele said lead and copper are also tested, both are high, these are tested inside a customer's house, could be related to high conductivity. Olson noted that chloride should be tested more frequently to track possible salt water intrusion.

E. Commissioners Reports

Olson reported the water fire suppression issue has been resolved, a 20,000 gallon cistern with a hydrant is in Salmon Point and is available to the fire department as needed; owner was thankful that the MHWD would refill it at no cost to the customer. Olson said the customers should be informed, could send out letter to customers with next billing or put it on the website; suggested contacting fire commissioner about insurance because of access to water for fire protection, would rates improve.

F. Personal Appearances

Comment was made about e-coli on romaine lettuce; asked if property owner needs to notify fire department or the district if decision is made to withdraw the availability of water for fire suppression

G. Commissioners Additions to the Agenda

None

UNFINISHED BUSINESS

A. Water Testing Review

Discussed under manager's report.

NEW BUSINESS

None

ADJOURNMENT

There being no further business, the meeting adjourned at 6:13 p.m.

Commissioner

District Clerk