

**MACKAYE HARBOR WATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
October 15, 2018**

**CALL TO ORDER**

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

**REGULAR BUSINESS**

**A. Approval of September 17 Minutes**

Jennings said he had a correction to item E – change to was applying for a grant and not received a grant. Olson moved, seconded by Jennings to approve the minutes of the September 17 meeting with a correction. The motion passed unanimously.

**B. Approval of Vouchers and Payroll**

Cosgrove distributed the claims payment request form; excess bills included invoices from A & A. Olson moved, seconded by Jennings to approve payment from the general fund vouchers in the amount of \$8,493.93 and payroll in the amount of \$384.00. The motion passed unanimously.

**C. Financial Report**

Cosgrove distributed the fund statement; reported transferring \$5,000 from the investment pool; budget in good shape, still have 52% of expenditures remaining.

**D. Managers' Report**

Haefele reported website postings were done; distributed graph showing usage, trend showing higher water use, this year tracking the same as 2014 which had a high peak and a narrower span of high usage.

Haefele said that he had spoken to Arnott who had a question about meter replacement, there are two ways to do it, one of which makes it easier to replace the meter in the future but the part that allows that costs anywhere from \$200 to \$500. Since meter replacement does not occur more than once every 10 years or more, it was decided not to use the more costly part.

Haefele said he had asked Jonson, the District's attorney, to review the resolution about water shortages; Jonson said the district was being too self-restrictive in asserting the District's power; at times, even domestic use would have to be restricted. As to water shortages, the DOE says a water shortage is determined when a given locality is 75% or less of normal; the DOE determines when a water shortage exists but that only directly affects surface water, which is not the District's water source. Haefele said he looked into data loggers for well levels, are less expensive than anticipated, costs are between \$500 to \$1,500. Olson noted that would only have to be done at one well. Haefele

said it would give an idea as to when the District should be concerned, would provide the data needed. Jennings said when the work is done on a new well, is when the logger should be installed. By consensus, all agreed to wait for the new well installation. Haefele to present an updated policy at the next meeting.

The draft agreement was also reviewed by Jonson, who thought much of the language was ambiguous or not needed and suggested changes. Haefele said he had asked Jonson if the customers needed to sign a new agreement and the short answer was no, a new consideration would be required in order to make this a requirement, the new document would have to require some kind of benefit. Olson expressed concern about not having an agreement with the customers. Haefele said that the powers given a district would constitute an agreement with the customers. The old agreement stated that all customers were allowed 13,500 gallons per month; District wanted to get away from that commitment; often times agreements are required of contract customers, those outside of the District.

Jennings asked about expanding the District's boundaries to include any customers outside of the existing boundaries. Haefele explained that there are two routes, one involves an election for annexation and the other is a petition of those customers outside of the district requesting to be included in the district and requires a 60% approval of those customers. The easiest would be for the customers to sign a petition. Jennings said there are some other properties in that locale; wants to make sure all of those parcels would be included in the petition. After discussion, it was decided to send contract customers a letter asking if they want to petition to be in the district and to make sure all parcels in the area be included.

Haefele noted that since the previous agreements were voided, maybe the District should contact the DOE to have the number of connections increased so that additional hookups would be available for any property owners in the area that wanted to be connected. Jennings said there were items in the agreement that he wanted to be understood by the customers; wants to revisit the proposed agreement.

#### E. Commissioners Reports

Olson said he spoke to Shannon Wilber about his concern about having sufficient notification to secure financing and completing the required engineering. Wilbur informed him that the road relocation project at Agate Beach County Park was 2 to 3 years out and the district would be notified with plenty of time.

#### F. Personal Comment

Noreen said a new neighbor had asked her if the District used chlorine and wanted to confirm that it was currently not needed. Olson confirmed that. Noreen asked if the water test results were on the District's website. Haefele explained that the results are on the DOH website.

Jennings said that Arnott had contacted him about sending the results to the customers that were sampled and was concerned about blanking out the other customers' names. Jennings said the information was public and there was no need to blank out the names.

G. Commissioners Additions to the Agenda

None

**UNFINISHED BUSINESS**

A. 2019 Budget

Cosgrove distributed a proposed budget for 2019; said she had to make changes because both Jennings and Anderson were up for election in the fall and there would also be an audit by the state in 2019; this proposed budget did not include the beginning cash.

Jennings asked if Arnott checks out the storage shed because there is a nest on the air cleaner. Haefele said he wasn't sure but that he goes to the shed to start the generator a couple of times a year.

B. Commercial Billing Rates

Cosgrove said she had been asked to see if MHWC had a commercial rate and they didn't. Will discuss later and will include discussion on the billing tiers.

**NEW BUSINESS**

None

**ADJOURNMENT**

There being no further business the meeting adjourned at 6:20 p.m.

---

Commissioner

---

District Clerk