

**MACKAYE HARBOR WATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
December 17, 2018**

CALL TO ORDER

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

REGULAR BUSINESS

A. Approval of November 19 Minutes

Jennings asked about the addition that Olson had requested in an e-mail. Cosgrove replied that she had added the language as requested. Olson moved, seconded by Jennings to approve the minutes of the November 19 meeting with change. The motion passed unanimously.

B. Approval of Vouchers and Payroll

Cosgrove distributed the claims payment request form; reported the electrical and telephone bills had not arrived and asked to add them later, that request was approved; had requested invoices from A & A but none were received. Jennings moved, seconded by Olson to approve payment from the general fund vouchers in the amount of \$2,084.05 and payroll in the amount of \$384.00. The motion passed unanimously.

C. Financial Report

Cosgrove reported that a refund was received from previous insurance company in the amount of \$682; will need to transfer some money out of the investment pool to cover the monthly expenses, current cash balance is \$35,800; have \$32,000 remaining in expenditures in budget.

D. Managers' Report

Olson read Haeefe's manager's report; revised October minutes posted on web site; December water use update not posted. Cosgrove reported there were some readings that didn't make sense, waiting to hear from A & A for corrections.

Olson continued: water conservation placards and letter are completed, ready to go out with January billing; holding Reeve letter pending commissioners' comments and feedback from elections. Olson was unclear about what feedback from elections meant. Jennings thought it was regarding the definition of the boundaries for the District and the implications with Reeve's possible change in customer status; discussion to continue next month.

Statement of general policy sent out for discussion; sent rate study update for MHWD along with information for Eastsound Water Users Association, will discuss in January. Olson said the study was extensive and thorough; wanted it revenue neutral and equitable for all customers.

Been in contact with DOH re: additional service connections, tentative conference call set up for January.

Olson proposed discussing the letter to the Reeve's. Jennings concurred. Jennings noted that in paragraph 5 the Reeve's already own a share which allows them to be on the board. Olson suggested having Haefele make corrections. Cosgrove said that Haefele wanted to hear from elections before sending. Olson concurred that paragraph 5 could be removed from the letter. Paragraph 4 was also discussed, they already have unequivocal right, is it necessary to state that in the letter. Olson suggested deleting "give you unequivocal rights" to ensure your existing rights; wants to review again after changes and before sending.

E. Commissioners Reports

Jennings said there is a recurring puddle again by the well casings, stays and doesn't disappear, clear water; level has gone up and down a bit but basically the water sits there. Will discuss with Haefele. Olson said it may be a slow leak and should be examined. Jennings explained that he keeps an eye on several parts of the system on a regular basis. Olson wanted to commend Jennings for his diligence of inspecting the system for any problems.

F. Public Comment

Noreen mentioned there is a section of the property at the point that doesn't belong to the Reeve's. Cosgrove noted that there is a portion that belongs to the Land Bank or Preservation Trust.

Noreen asked if Reeve has more than one hookup. Cosgrove replied they have one standby. Jennings asked if the standby was designated to a specific parcel. Cosgrove said that she didn't know. Jennings noted it was something that Roe had been working on with the company and wanted each standby to be identified to a specific parcel.

G. Commissioners Additions to the Agenda

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Discussion on Statement of District Policies

Olson thought the policy was clear in establishing what a connection meant—a service line which shall begin at the meter and extend to one dwelling or one place of use; he has one line coming to his property which then services the two structures on his parcel. Jennings concurred. Olson said he would like it clarified that if they want to build a guest house they can and the one service line can

serve both buildings. Cosgrove suggested saying it is only on one tax parcel; one service cannot serve two different tax parcels.

Jennings had concerns about a guest house becoming a full-time permanent rental with one service to the property; doesn't want homeowner to try to come back to the water district and say they would not pay for the additional water usage. Olson countered that the county is encouraging guest houses to become full time resident use; owner is obligated to pay for whatever water they use on their parcel whether it be them or a renter in a guest house. Olson said the one dwelling or one place of use needs to be clarified.

Olson said he had a question about fire protection and cross connection; one customer that has a catchment system for fire protection, is it known if it is not connected to the rest of the water system in the residence. Discussion to be continued at the next meeting.

ADJOURNMENT

There being no further business Olson moved, seconded by Jennings to adjourn the meeting at 6:33 p.m.

Commissioner

District Clerk