

**MACKAYE HARBOR WATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
June 17, 2019**

CALL TO ORDER

The Board of Commissioners for MacKaye Harbor Water District met in regular session on June 17 at the Lopez Island library meeting room. Chairman Olson called the meeting to order at 6:00 p.m. Present were commissioner Dean Anderson (by phone), manager Wayne Haefele, clerk Helen Cosgrove and guest Linda Noreen.

REGULAR BUSINESS

A. Approval of May 20 Minutes

Olson moved, seconded by Anderson to approve the minutes of the May 20 meeting as presented. The motion passed unanimously.

B. Approval of Vouchers and Payroll

Cosgrove distributed the claims payment request form; payroll is higher because of the special meeting. Olson moved, seconded by Anderson to approve payment from the general fund vouchers in the amount of \$2,479.29 and \$600.00 and payroll in the amount of \$512.00. The motion passed unanimously.

C. Financial Report

Cosgrove distributed the fund report; transferred \$3,500 from the investment pool; currently have \$38,500, \$38,000 in the investment pool; expenditures are \$28,600, have budgeted \$91,700; will do billings next month.

Received annual report from WSRMP, have increased liability coverage from \$10,000,000 to \$15,000,000. WSRMP has hired a professional asset-valuation services company to perform onsite assessments of the District's structures. Olson said the increase in liability was good but questioned the onsite assessments; quite a bit of travel to inspect such a small system. Cosgrove suggested that there may be other systems in the San Juan's that are covered by WSRMP.

D. Manager's Report

Haefele reported on the leak status. A & A went to prepare for leak testing on Barlow Bay Road and the valve doesn't work at all; couldn't shut line off; should valve be replaced. By consensus, it was agreed to replace the valve. Olson said that he was without water for a while. Haefele said that was interesting because a stand pipe a short distance from valve location had water running.

A new leak was reported before Reeve's meter; will arrange for a water shutdown to repair the leak. Cosgrove responded that she had heard from A & A and they would be doing the work on Wednesday and she had contacted the customers informing them of the shutdown.

Spoke to A & A, are going to take the steel diamond plate lid off, replace it with a hinged wooden structure with a metal roof, venting and a lock. In process of cleaning out inside of vault and preparing it for painting, putting drain pipes in the bottom of the vault to prevent flooding.

Olson asked if that will cure the problem and will it be completed by the deadline. Haefele said that yes, it would cure the problem; spoke to Brian Boyd at the DOH, said well #1 is the only item that has compulsory short term compliance; the other items on the sanitary survey were in the nature of suggestions; discussed flooded meter vaults, the vault with the sample tap should be brought up out of the water; wanted solution to that one vault; there are sample tap stands that stand a couple of feet above ground, locked door and suggested placing one at the sample tap. Boyd was happy with the efforts being made by the District.

Selection of a date for the small water systems management program workshop was discussed. Olson suggested the 27th of July or the 17th or 24th of August with a 10:00 starting time. Cosgrove to send an e-mail out to all with suggested dates.

E. Commissioners Reports

None

F. Public Comment

None

G. Commissioners Additions to the Agenda

None

UNFINISHED BUSINESS

A. None

NEW BUSINESS

A. Approval of Letter to Customers re: Audit and Sanitary Survey

Olson asked if all had received the letter and if there were any comments or suggestions. All concurred that the letter was acceptable. The letter will go out with the July billing.

ADJOURNMENT

There being no further business the meeting adjourned at 6:30 p.m.

Commissioner – San Olson

District Clerk – Helen Cosgrove