

**MACKAYE HARBOR WATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
September 16, 2019**

**CALL TO ORDER**

The Board of Commissioners for MacKaye Harbor Water District met for the regular meeting on September 16 at the Fire Hall meeting room. Chairman Olson called the meeting to order at 6:00 p.m. Present were commissioner KC Jennings, manager Wayne Haeefe, clerk Helen Cosgrove and guest Linda Noreen.

**REGULAR BUSINESS**

**A. Approval of August 17 and 24 Minutes**

Approval of minutes postponed to the next regular meeting; attendees of meetings not present at this meeting.

**B. Approval of Vouchers and Payroll**

Cosgrove distributed the claims payment request form. Olson moved, seconded by Jennings to approve payment from the general fund vouchers in the amount of \$2,351.54 and payroll in the amount of \$512.00. The motion passed unanimously.

**C. Financial Report**

Cosgrove distributed the fund report; there is currently \$57,900 in the fund, of which \$50,500 is in the investment pool; only one customer has not paid their bill, several didn't pay their late fees.

Cosgrove said the water system operating permit was received from the Dept of Health, the permit category is green; due to expire 8/20.

The recent issue of Pipeline had an article about funds awarded from the Public Works Trust Fund, \$20million was available for pre-construction and construction projects. Haeefe noted that the interest rates they charge are nominal. Olson said that Fisherman Bay Sewer District was given an award for outstanding performance.

Olson said that allocation needs to be made for improvements such as pressurizing the system or drilling a new well; would also like to look at the purchase of a new generator, one at the tank and the other at the wellhead; looked at a catalog that Jennings brought that showed a variety of generators at a reasonable cost, \$5,000, propane run, automatically comes on when power goes out.

**D. Manager's Report**

Haeefe reported that Arnott completed the items on the sanitary survey, okay with state health; asked if everyone had received pictures sent, no one had. Haeefe brought up the photos on his laptop, they were of the improvements Arnott did at the wellhead. Pictures were sent to the Dept of Health and the work was approved.

Haeefe distributed policies from Eastsound Water District that had been looked at previously; asked the commissioners to review them, add or delete items and bring to the next meeting for further discussion.

Arnott is getting ready to replace the valve at Barlow Bay; locates done; will start leak testing program soon.

E. Commissioners Reports

None

F. Public Comment

Noreen mentioned the letter sent in July with the billings, thought it was a great letter, but noted that it wasn't dated. Asked about Arnott beginning to look for leaks. Haeefele said that Arnott was going to begin the process, wasn't using a line locator, would use pressure gauge and pumps. Noted that the dune grass was growing beautifully on Jacobsen's bank.

G. Commissioners Additions to the Agenda

None

**UNFINISHED BUSINESS**

A. Discussion on Workshop – Water System Plan

Olson said that he is going to send Pat Roe an e-mail thanking him for his manual and the thoroughness of it. All thought the workshop went well, a lot of progress had been made on the various sections. Another workshop needs to be scheduled; the 19<sup>th</sup> of October had been suggested at the last workshop. By consensus, it was agreed to hold the workshop on the 19<sup>th</sup> at 10:00.

**NEW BUSINESS**

A. 2020 Budget

Cosgrove asked if there was any intent of raising the rates. Jennings asked when they were last raised. Cosgrove replied she wasn't sure but thought it was in 2017; there were two raises of \$25.00 each. Olson asked what the beginning cash might be and that should be a consideration of whether rates will be raised. Haeefele said rates should rise with increases in the costs. Olson said reserves need to be built up for the projects that are under consideration. Jennings said he doesn't want to see any increase in rates until 2021. Cosgrove will allocate the reserves for the costs of the improvements from the small water system management plan. Olson said he would like to get the pressurizing of the system done in 2020; Haeefele concurred. Olson asked if grants or loans should be looked at to fund the projects. Cosgrove suggested the SJC Public Facilities grant as a source of funds. Discussion to continue next month.

Olson asked if the meeting time can be changed back to 5:15. Haeefele said the ferries are running on time, again. October meeting will be at 5:15 at the Fire Hall.

**ADJOURNMENT**

There being no further business the meeting adjourned at 6:54 p.m.

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Commissioner – San Olson

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District Clerk – Helen Cosgrove