

**MACKAYE HARBOR WATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
November 18, 2019**

**CALL TO ORDER**

The Board of Commissioners for MacKaye Harbor Water District met on November 18 at the Fire Hall meeting room. Chairman Olson called the meeting to order at 5:18 p.m. Present were commissioner KC Jennings, manager Wayne Haefele, clerk Helen Cosgrove and guest, Linda Noreen.

**PUBLIC HEARING – 2020 Budget**

Olson opened the public hearing at 6:19 p.m.

Jennings asked about the increase in bookkeeping services. Cosgrove replied that she increased the amount based on this year's expenses. Olson explained that at the last meeting it was decided to spend some of the funds on improvements to the system, including the purchase of a generator and pressurizing the gravity portion of the system.

The public hearing was closed at 6:25 p.m.

**NEW BUSINESS**

**A. Resolution 2019-01 – A Resolution Adopting the 2020 Budget**

Jennings moved, seconded by Olson to approve Resolution 2019-01. The motion passed unanimously.

**REGULAR BUSINESS**

**A. Approval of September 16 and October 21 minutes**

Olson moved, seconded by Jennings to approve the September 16 minutes. The motion passed unanimously. The October 21 minutes will be approved at the next meeting when Anderson is in attendance.

**B. Approval of Vouchers and Payroll**

Cosgrove distributed the claims payment request form; additional expenses included insurance and A & A Well Drilling work on the sanitary survey upgrades required, replacing two meters and repair work. Olson moved, seconded by Jennings to approve payment from the general fund vouchers in the amount of \$10,898.97 and payroll in the amount of \$256.00. The motion passed unanimously.

**C. Financial Report**

Cosgrove distributed the fund report; transferred \$10,000 out of investment pool to cover expenses; currently have \$40,500 in the investment pool and \$28.39 in the general fund; over budget on several items. Cosgrove said that on the small water system management plan, she is now using the 2020 budget as year one, allocated funds to the equipment reserve and included the planned 2020 improvements as expenditures of that reserve.

#### D. Manager's Report

Haefele reported he has completed his portion of the small water system management plan with the exception of the water efficiency plan; have done some work on that already, changing out old meters, locating and replacing leaking lines; suggested a program of repairing leaky faucet or running toilet, 6,000 gallons a month can be lost as a result of a running toilet; propose in plan as an idea. Olson asked if it's put in the plan, what happens. Haefele replied that it either needs to be implemented or evaluated, can be eliminated if not financially viable. Need to motivate customers not to use excessive amounts of water. Jennings suggested distributing outdoor faucet covers to prevent freezing of pipes. Haefele asked Cosgrove to insert his sections into the master manual.

Received a call from Shannon Wilbur at SJC Public works, invited Haefele to attend a scoping meeting with the Federal Highway Administration (FHWA) and others regarding the Agate Beach Road and moving it from its existing location to around the backside of the park, FHWA is going to be hired to do the design work; utilities that would be impacted all attended the meeting; what are concerns regarding the water line and location; Haefele explained where the new road location would go. If the District participated, it would not have to design it; the construction is to begin in 2021; MHWD would need to secure funding for the project; could participate with OPALCO, could bore the line in a straight line rather than following the road; need to make decision about whether MHWD is going to participate, benefit would be saving costs. Discussion to be continued, may want to invite Wilbur to join the board to discuss further.

Spoke to Stanley Arnott, had sent pictures of valves dug up at Barlow Bay Rd. and Salmon Pt. Rd. and it was a mess; did some testing of valves to determine what shut off where; found the stand pipe that had been hit, he repaired it; discovered there is no valve to shut off Barlow Bay Rd. water main; valve that shuts off Agate Beach shuts off a portion of Salmon Point; asked Arnott to add valves to facilitate shutting off sections of the system and make repairs as needed.

#### E. Commissioners Reports

Olson reported that he has not heard back from Pat Roe.

Jennings asked Olson who it was that had made comments about the standby fees. Olson replied that he sent Landau policy information and has not heard back.

#### F. Public Comment

Noreen said there was a note that one standby was given up on the 2020 budget. Cosgrove said that Olson's neighbor decided he didn't need a standby hookup and gave it back to the District.

Noreen asked where the standby pipe was hit. Haefele showed her where it was located on the map.

Jennings said that selling or buying back a hookup needs to be included in a user agreement; hook ups can't be sold as investments; in Washington, corporations are buying up water rights. Olson said the policy specifically deals with those situations. Jennings said MHWD should offer existing customers who have additional hookups, to purchase them at the price they originally paid; feels this is something the District needs to look at. Olson said that Anderson needs to be a part of that discussion.

Has been following a water district in North Bend that was having e-coli issues; the District provided drinking water or reimbursed customers for having to purchase water; something MHWD should consider if ever needed.

G. Commissioners Additions to the Agenda

None

**UNFINISHED BUSINESS**

A. None

**ADJOURNMENT**

There being no further business, Jennings moved, seconded by Olson to adjourn the meeting at 6:26 p.m.

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Commissioner – San Olson

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District Clerk – Helen Cosgrove