

**MACKAYE HARBOR WATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
January 22, 2020**

The regularly scheduled December 16, 2019 monthly meeting was cancelled due to illnesses. It was decided to meet on January 20, 2020, the next regularly scheduled monthly meeting.

Due to lack of a quorum, the January 20 regular monthly meeting was rescheduled to January 22.

CALL TO ORDER

The Board of Commissioners for MacKaye Harbor Water District met on January 22 at the residence of San Olson. Chairman Olson called the meeting to order at 5:18 p.m. Present were commissioners KC Jennings and Dean Anderson (by phone), manager Wayne Haefele and clerk Helen Cosgrove.

OATH OF OFFICE AND ELECTION OF OFFICER

Jennings and Anderson both took the oath of office.

Anderson moved, seconded by Jennings to appoint Olson as commission chair for 2020. The motion passed unanimously with Olson abstaining.

REGULAR BUSINESS

A. Approval October 21 and November 18 minutes

Olson moved, seconded by Anderson to approve the October 21 minutes. The motion passed unanimously. Olson moved, seconded by Jennings to approve the November 21 minutes. The motion passed unanimously

B. Approval of Vouchers and Payroll

Cosgrove distributed the claims payment request forms; there are three sets of vouchers to approve. One from the missed December meeting, another for 2019 expenses paid January 6, required to be there by the county and then expenses that came in after the January 6th deadline; additional expenses included annual state utility tax and A & A Well Drilling; there is no payroll since there was no meeting in December. Jennings moved, seconded by Olson to approve payment from the general fund vouchers in the amount of \$2,121.83, \$12,441.27 and \$264.56 and payroll in the amount of .00. The motion passed unanimously.

C. Financial Report

Cosgrove distributed the fund report; billed out \$31,110; have received payments of \$11,600; the passed due customer paid in full; several items came in overbudget in 2019, mainly caused by December, 2018 invoices being paid in 2019's budget year and additional work by A & A; \$33,700 currently in the fund.

D. Manager's Report

Haefele noted that some of the work done by A & A wasn't really a repair but an improvement to the system, the piping he uncovered was a plumbing mess, it was improved to facilitate the location of leaks; DOH allows 10% leakage, MWHD leaking about 15%; Arnott hasn't started the leak testing yet.

Spoke with Arnott yesterday about the repair done and when leak testing might start; Arnott needs to install a gauge, will then schedule a shut down, will see if it holds pressure; if pressure holds, nothing further needs to be done; if not, then additional work will need to be done to locate the leak and size of the leak; only looking for leaks strictly in the District's system.

Jennings suggested that the customers should be absolved one time from paying for leakage, if it's an unintended situation; thought there was information from the ESWUA about how to handle leakage situations. Olson felt that any problem should be at the customer's expense; said to discuss at a later time. Jennings said regarding Anderson's leak, that he should have contacted Arnott to come and turn the water off. Haefele said state law requires a specialist, i.e. certified water operator, to shut the water off, not the resident.

Another item discussed with Arnott was the electrical cabinet at the wellfield that is in need of repair; Haefele showed pictures of the cabinet; by consensus, it was decided to repair it; while redoing cabinet, do extra work so that generator can be installed once purchased; have Guard Electric give a bid for a new generator and installation. Olson proposed installing both generators at the same time, would be more cost effective; said to do the generators first, giving a greater degree of reliability to the system, then pressurize a section of line. Jennings said he would be happy with one generator to begin with. Olson said he wanted consensus on moving forward as he proposed earlier. Anderson said he thought that was a reasonable approach, cleaner to do all at once. Jennings said he would agree but wants to look at the pricing. Haefele concurred with Jennings. Olson tasked Haefele to get bids for the generators including installation.

Haefele said the county is moving forward with putting the road in behind Agate Beach Park, spoke with gentleman from Federal Highway Administration and Shannon Wilbur from the county who wanted comments from Haefele on the ditching being proposed.

E. Commissioners Reports

None

F. Public Comment

None

G. Commissioners Additions to the Agenda

None

UNFINISHED BUSINESS

A. Discuss Table 3.3 in Small Water System Management Program

Cosgrove distributed the table, wanted all to review, cash flow goes negative in CY+3; add the planned work by county and schedule a workshop to go over the finances along with adding the new work needed as a result of the work the county is going to do at Agate Beach. Haefele suggested pursuing financing rather than paying through rates assessed and to incorporate financing of other improvements at that time. It was decided to have a workshop on February 22nd, 10:00 at Olson’s residence.

NEW BUSINESS

A. New Customer Letter

Cosgrove asked if everyone had read letter and was it okay, wanted to add section on water conservation and the plaque Haefele had made. Will make additions and present at next meeting.

ADJOURNMENT

There being no further business, Jennings moved, seconded by Olson to adjourn the meeting at 6:15 p.m.

Commissioner – San Olson

District Clerk – Helen Cosgrove