

**MACKAYE HARBOR WATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
October 19, 2020**

**CALL TO ORDER**

The Board of Commissioners for MacKaye Harbor Water District met on October 19 at the residence of San Olson. Chairman Olson called the meeting to order at 5:37 p.m. Present were commissioners KC Jennings and Dean Anderson, manager Wayne Haefele and clerk Helen Cosgrove.

**REGULAR BUSINESS**

**A. Approval of September 22 minutes and October 10 workshop minutes**

Olson moved, seconded by Jennings to approve the minutes of the September 22 meeting and the October 10 workshop. The motion passed unanimously.

**B. Approval of Vouchers and Payroll**

Cosgrove distributed the claims payment request forms; included additional invoice from Dept of Health for review of management plan submitted to them. Jennings moved, seconded by Anderson to approve payment from the general fund vouchers in the amount of \$2,868.96 and payroll in the amount of \$384.00. The motion passed unanimously.

**C. Financial Report**

Cosgrove distributed the general fund report; \$50,400 in funds with \$45,000 in the investment pool; no items over budget.

**D. Manager's Report**

Haefele reported he had taken care of a number of items on the letter received from DOH regarding the small system water management plan (plan); backflow devices could be put on all lines, costing \$350 each but there is an alternative, can define customers, those that have normal houses on normal lots are exempt from having a backflow preventer if there is nothing unusual about their plumbing and define all others as potential risks and require that they install a backflow device themselves; need to send out questionnaire regarding risks to each individual. Haefele said this can be put into the plan now, how to resolve the backflow issue; fulfillment of the requirement could be done in the future. Will write up a plan responding to this issue and the commissioners approve it, then will add to plan. The commissioners concurred that this concept is a sound one and to include it in the plan.

Regarding the well susceptibility analysis, filled out a form for each well and is ready to be submitted; after some research, found a formula they created that can be used if certain details are not available; based the calculations on their formula.

The tank cleaning procedure needed more steps because disinfection of lines that lose pressure during the cleaning was not mentioned; was referred to a publication explaining what to do in the loss of pressure events, will add those steps to plan.

There was mention of the replacement of well #2 in the plan and was asked why wasn't well #1 being replaced since it's an older well. Haefele to respond saying the well casing has failed in well #2.

The letter from Dept of Ecology said the district never followed up on the requirements of the agreement; requires reporting of static well levels and sodium levels; all information is available and will send to DOE and see if that then brings the district into compliance.

There are two items that Haefele needs to talk about with DOH. One is the drawing of the retail service area which was included and wondering if inclusion of Reeve's property put the drawing into question; called the drawing: place of use and service area boundary. The other item was the thorough capacity analysis, needs to clarify what type of capacity DOH is interested in because there are several measures of capacity.

Has been working on standard construction details for material specifications for the district; materials for lines is specified as high density polyethylene (HDPE) which will last forever, pipe joined by melting it together, makes it exceedingly tough; good for earthquake and flooding issues which could eventually affect the district; typically installed with directional drilling.

Sent the Agate Beach pipeline drawing to OPALCO for review; all of the district's items are shown and refer to the district's standards; will wrap that up.

Received an e-mail from Shannon Wilbur, with the county, which included some additional drawings for the extension and change to the county road; noted that utilities were put on the west side of the street which is incorrect; let her know that and it will be changed.

Jennings asked Haefele to get in contact with June Arnold with the Agate Beach Lane HOA; she has concerns about the project and the costs; maybe ask her to attend the next meeting. Haefele to contact her. Haefele said he hasn't worked on the easement language, can't do until exact location of line is determined. Jennings to invite Arnold to the November meeting.

#### E. Commissioners Reports

None

#### F. Public Comment

None

#### G. Commissioners Additions to the Agenda

None

**UNFINISHED BUSINESS**

**A. Project Funding and Grant Options**

Jennings said he hasn't looked up grants. Anderson said he found one, a Washington State Hazard Mitigation Assistance Grant provided to reduce affects of natural hazards and mitigate the possibility of future damage. It's from the Emergency Management division. Anderson to follow up on.

**B. 2021 Budget**

Cosgrove distributed the budget with changes as discussed earlier. Increases to several items; estimates about \$35,000 in ending cash. Haefele asked about the system improvements on the budget. Cosgrove said she kept them there from last year, think of the line items as a reserve fund.

**NEW BUSINESS**

None

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:00 p.m.

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Commissioner – San Olson

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District Clerk – Helen Cosgrove