

**MACKAYE HARBOR WATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
December 20, 2021**

**CALL TO ORDER**

The Board of Commissioners for MacKaye Harbor Water District met on December 20th at the residence of San Olson. Chairman Olson called the meeting to order at 5:32 p.m. Present were commissioners San Olson, KC Jennings, and Walt Krumbholz (via telephone); manager Wayne Haefelee; clerk Alice Haefelee; and guests Helen Cosgrove, Linda Noreen, and Rosemary Saylor.

**REGULAR BUSINESS**

**A. Approval of November 9 and 16 Minutes**

Krumbholz suggested changes to the wording in the finance section of the November 9<sup>th</sup> Minutes to provide further clarification. The November 9<sup>th</sup> minutes were approved unanimously with corrections – Jennings moved; Olson seconded. The November 16<sup>th</sup> minutes were approved unanimously; Jennings moved; Krumbholz seconded. There was a consensus that the corrections would be made to the meeting minutes and they will be signed at the January 17<sup>th</sup> 2022 meeting.

**B. Approval of Vouchers and Payroll**

A. Haefelee distributed the claims payment request form and the payroll form. Jennings expressed some concern over the number of A&A Well Drilling invoices and the amounts charged. A. Haefelee explained that the invoices were for all services over the past six months and that the invoices had been reviewed by W. Haefelee for accuracy. Jennings wanted to know about the work that had to be re-done and if they had billed for it; Krumbholz asked if the backhoe operators were included in the billing. W. Haefelee stated that A&A Well Drilling had billed for all hours spent on the repairs and the equipment used; he felt that in the interest of maintaining good rapport with local contractors, invoices should be paid without question unless there was something of serious concern. Olson moved, Krumbholz seconded, the motion passed unanimously to approve the claims payment request form in the amount of \$8,919.97.

It was suggested by W. Haefelee to A. Haefelee that she should be sure to point out anything different from usual when introducing claims forms at future meetings.

Olson moved, seconded by Jennings to approve payroll in the amount of \$768.00. The motion passed unanimously.

**C. Financial Report**

A. Haefelee distributed the general fund report; she reported that there was \$9,743.02 in expenditures for this period; \$15,000 was transferred from the Investment Pool to the General Fund in order to cover both December and the 13<sup>th</sup> month January claims for the 2021 fiscal year; there is \$25,000 remaining in the

Investment Pool; the district is over budget on bookkeeping services due to work on obtaining funding; there is \$38,531.38 remaining in total expenses budget.

Jennings commented that he had heard about an increase in power rates from OPALCO and noted that it could possibly cause increased power bills for the district in the future.

Cosgrove suggested to A. Haefele that during future meetings she should be sure to highlight any notable changes or differences on the general fund report.

#### Manager's Report

W. Haefele reported that he had updated the website with the latest water readings information; he had contacted Dan Vekved with OPALCO about easements, and review of the draft trench sharing agreement. He did not hear back about the draft agreement, but did hear back about the easements; OPALCO has gone ahead with sending their own easement agreements to the property owners. It can be concluded that they do not want to share easements with MacKaye Harbor Water District. Rock Island did not respond to his inquiry either and is not interested. He stated that he needs to revise the draft easement to remove OPALCO.

Jennings expressed concern about getting the project done and being able to get the easements; and about what language to use for the easements. W. Haefele voiced the opinion that the district should use the same language as the Town of Friday Harbor; he did not feel that the language for easements from the prior Water Co. should be used because it does not have parcel separation. Krumbholz stated that he would defer to W. Haefele's assessment. W. Haefele noted that he was not concerned about the language, but rather the approach taken to ask the property owners. Krumbholz responded that Agate Beach Association has previously authorized Rogers to execute easements for the Association and that MacKaye Harbor Water District easements should be forwarded to him; additionally, Rigik, Sprinkle and Charter property owners were previously aware of the easement requirements and are likely to expect them and accommodate them.

W. Haefele requested if the board was amendable to him sending the easement requests to the property owners via email. The answer was no by consensus. Krumbholz asked if it would be better to deliver the easement requests in person. The answer was no by consensus. Cosgrove suggested that it would be best to do a proper cover letter and send via USPS certified mail with return receipt. Krumbholz concurred. It was agreed by consensus that certified mail would be the delivery method of choice.

#### Commissioners Reports

Olson stated that he had heard nothing back from the County or from Representative Lekanoff; he had had a conversation with Jamie Stephens in which Stephens had specifically asked about the exposed pipe at Agate Beach and Olson had confirmed to him that it was not a live line.

Jennings asked why we can't cut the exposed pipe off at each end; W. Haefele replied that doing so would be a good idea, but that it had been left intact in order to act as a compelling visual for the need of the Agate Beach project. Jennings stated that he would like it removed. Krumbholz wanted to know if Arnott

had drilled the holes to drain the pipe yet. W. Haefele was not sure if Arnott had done so, but agreed that the pipe should be cut out. Consensus was reached that the pipe would be removed.

Olson described the deteriorating condition of the road at Agate Beach; 100 yards of water filled barriers are at the edge of the road along the cliff; someone had tried to push them over the bank but they were unsuccessful. Logging trucks from the Reeves property continue to go through and the weight is a concern for the continued disintegration of the roadway. W. Haefele agreed to speak with Shannon Wilbur at the County about the concern over the heavy trucks on the already damaged road.

Krumbholz and Jennings did not have commissioner reports.

#### E. Public Comment

Cosgrove commented that she had taken A. Haefele on a tour of the district just as she had been taken on a similar tour when she started working with MacKaye Harbor Water District.

Noreen commented that she would miss Cosgrove.

#### G. Commissioners Additions to the Agenda

None

### UNFINISHED BUSINESS

#### A. Financing for Agate Beach Lane Project

A. Haefele described her progress on completing the USDA application; she had been in communication with Darla O'Connor and successfully created an account and opened an application. Some progress had been made on filling out the application but the Engineering Report and Environmental Report are needed to complete it; A. Haefele will forward the email with instruction documents from O'Connor to W. Haefele. A. Haefele also reported creating a Sam.gov account, although some additional info must be submitted in order to receive an official SAM.gov number.

Cosgrove and Olson suggested that OPALCO had already done a Cultural & Environmental report and this could be used for the environmental report needed for the application.

Krumbholz reiterated to A. Haefele that she should let him know what he may be able to assist with in regards to the USDA application and that she should not hesitate to ask him for help.

Olson requested that any emails sent to the commissioners should include the personal emails of Olson and Jennings in addition to their official district emails to ensure that they receive the messages timely.

### NEW BUSINESS

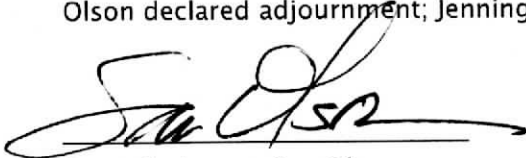
#### A. Procedure for Deciding on a Request to Provide Water to a Governmental Agency:

Olson reported that he had been approached by Shannon Wilbur from the County about providing water to fill the barriers at Agate Beach. He was not sure how to respond to her, but by the time he returned the call

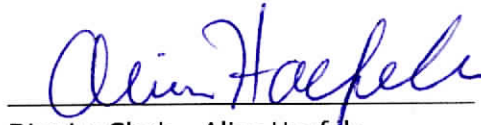
she had already determined another means of filling them; they had brought equipment over from Orcas Island in order to fill the barriers with sea water. Olson requested feedback on how this type of request from a Governmental Agency should be handled in the future. The consensus was that the request should be sent to W. Haeefe and it would be up to his discretion if the request would be accommodated. W. Haeefe stated his position was that water should be provided if the amount requested was deemed reasonable.

**ADJOURNMENT**

Olson declared adjournment; Jennings seconded. The meeting was adjourned at 6:30 p.m.

A handwritten signature in black ink, appearing to read "San Olson", written over a horizontal line.

Commissioner - San Olson

A handwritten signature in blue ink, appearing to read "Alice Haeefe", written over a horizontal line.

District Clerk - Alice Haeefe