

SACHEEN LAKE

WATER & SEWER DISTRICT

December 4, 2019

Location: Sacheen Fire Station

The meeting was called to order by C/Quick at 5:00pm. C/Griggs, C/Johnsen, and DM/Pearman/Stillian were present.

-Commissioners reviewed the agenda.

-C/Quick MM to approve the minutes of the November 13 Meeting. C/Griggs seconded the motion and the motion was unanimously passed.

BUDGET HEARING OPENED AT 5:10

-Sheila first submitted the 2019 Supplemental budget, explaining that we are going to go over 2019 budget in the month of December.

-C/Quick MM to accept the supplemental budget as presented totaling \$13,145.00, C/Griggs second, motion passed unanimously.

-Sheila submitted the capital project budget. She suggested we transfer \$10,000.00 from the capital project fund to the general fund to cover December expenses.

-C/Quick MM to accept the capital project budget as presented, C/Griggs second, motion passed unanimously

-Sheila submitted the bond fund budget.

-C/Quick made motion to accept the bond fund budget as presented, C/Griggs second, motion passed unanimously.

-Sheila submitted the 2020 General Fund Budget. Budget increased due to an adjustment in the Benefits amount.

-C/Quick MM to accept the General Fund Budget as presented, C/Griggs second, motion passed unanimously.

BUDGET HEARING CLOSED AT 5:25

District Manager Report: Sheila Pearman

-Sheila reported that we received the final results of the levy, vote was 133 to 43, DM has signed the election certification paperwork to submit to the POC Auditor.

We have received and paid the pump repair invoice from Fogel in the amount of \$2,400.00, the repairs are complete. Sheila submitted an estimate for the other repairs, estimate is appx \$12,398.00. C/Quick MM to accept the estimate, but without the motor, C/Quick also requested we have them add repairing the screen in the other pump as well, C/Griggs second, motion passed unanimously.

Hours for December: Sheila Pearman: 45 Nathan Johnson: 110R/4Sick=42/Holiday 16

Joni Stillian: 16

Vouchers totaling \$9,115.30

VOUCHER	PAYEE	AMOUNT	DESCRIPTION
19-108	City Service Valcon	\$ 173.96	Propane for Lift Station
19-109	PUD	\$ 941.13	Power
19-110	Dept of Ecology	\$ 64.00	Operator Certification
19-111	Newport Miner	\$ 96.75	Budget Hearing Notice
19-112	Control Freak	\$ 645.60	Tech Support/Power Supply
19-113	Anatek Labs	\$ 200.00	Soil Sampling
19-114	Fogle Pump	\$ 2,426.38	Pump Repair
19-115	SOA	\$ 2,052.05	Audit
19-116	DOI-BOR	\$ 1,600.00	Agrimet OIM Fee
19-117	First Bank Card	\$ 469.18	Misc
19-118	First Bank Card	\$ 124.62	Misc
19-119	Frontier	\$ 63.14	Lift Station Phone
19-120	POC ERR	\$ 108.49	Fuel

19-121	SPOFR	\$ 150.00	Office Rental
	TOTAL	\$ 9,115.30	

FUNDS TRANSFER

-C/Quick MM to transfer \$10,000.00 from the Capital Project Fund to the General Fund, C/Griggs second, motion passed unanimously.

2020 CHAIR

-C/Johnsen MM to have Rod Griggs be Chair for the next two years, C/Quick second, motion passed unanimously.

OPERATOR REPORT

1 Service Call/2 Locates. Nathan reported he is working on getting the surge protectors replaced. C/Quick suggested there should be a better system for protection, Nathan and Joni to do research.

PUBLIC COMMENT/QUESTIONS

None.

The next regular board meeting will be January 8, 2020 at 5pm.

C/Quick MM to adjourn the meeting at 6:04. C/Griggs seconded the motion and the motion was unanimously passed.

Joni Stillian
District Manager