

SACHEEN LAKE

WATER & SEWER DISTRICT

December 8, 2021

Location: Sacheen Fire Station

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

-Commissioners reviewed the agenda.

-C/Carasco MM to accept the agenda, C/Bleecker second and the motion was passed unanimously.

-C/Carasco MM to approve the minutes of the November Meeting, C/Bleecker second and the motion was passed unanimously.

District Manager Report: Joni Stillian

-Joni submitted November voucher cover sheet, time sheets for signatures. She then explained that she spoke with Sheila Pearman on the policies. Sheila stated that the policies were written prior to the sewer system going in and designed to get everyone to hook up. She advised that the policies be revised. Joni will go through SWP-P05 and make some changes, as well as looking at SWP-P02 the Old Calispel Trail Community System and take out some of the "Annual Inspection" verbiage.

Hours for November: Paul Sexton: 29.5

Joni Stillian: 52.5

November vouchers totaling \$7,750.71

2021-11-01	Paul Sexton	\$	250.00	Reimburse Fuel
2021-11-02	City Service Valcon	\$	227.95	Propane
2021-11-03	Enduris	\$	1,283.00	Insurance
2021-11-04	First bank card	\$	664.03	Phone/Supplies/Stamps
2021-11-05	Joni Stillian	\$	185.60	Mileage
2021-11-06	McAloon Law	\$	92.00	Attorney Fees
2021-11-07	Tshimakain Creek	\$	358.00	Testing
2021-11-08	Dept Of Ecology	\$	3,016.00	Permit
2021-11-09	PUD	\$	1,212.51	Electricity
2021-11-10	Ziply Fiber	\$	132.62	Telephone
2021-11-11	SPOFR	\$	150.00	Rent
2021-11-12	Tshimakain Creek	\$	179.00	Testing

-Operator Report. DM/Stillian reported for OP/Sexton. DM Stillian reported that OP/Sexton replaced a pump at 41 Viewpoint Drive. Rod asked Joni to check with Paul to see what if failing on the pumps. She then reported that they have implemented a Work Order system by which Paul completes a form with the customer information and what work was performed. Joni has emailed Kevin on the liner following up on the report that Kevin and Trevor were to complete, she stated that she hadn't hear back. C/Griggs asked her to keep following

up. Paul is working on the DMR violations and performed the required Annual Dam Inspection. The generator transfer switch was replaced by Cummins on December 7th.

-Budget Hearing. C/Griggs opened the budget hearing at 5:25. C/Griggs asked if there are any changes to the 2022 budget. All Commissioners agree no.

C/Carasco MM that the 2022 General, Bond, Capital Project and Levy Budgets be accepted as submitted, C/Bleecker second and the motion was passed unanimously.

-The next meeting was set for January 12th at 5:00pm

-C/Carasco MM to adjourn the meeting at 5:36, C/Bleecker second the motion and the motion was passed unanimously.

Joni Stillian
District Manager