

MACKAYE HARBOR WATER DISTRICT BOARD OF COMMISSIONERS MINUTES

REGULAR MEETING - MARCH 18, 2026

Date: March 18, 2026

Time: 1:00 PM

Meeting called to order by: SAN OLSON

CALL TO ORDER

The Board of Commissioners for MacKaye Harbor Water District met on March 18th, 2026, at the residence of San Olson - 481 Barlow Bay Rd; San Olson called the meeting to order at 1:08 p.m. and confirmed a quorum.

IN ATTENDANCE

Present were commissioners San Olson, Walt Krumbholz and Scott Allen; manager Wayne Haefele; and clerk Alice Faulkner.

REGULAR BUSINESS

Approval of Minutes

The January 19 minutes were approved; Krumbholz moved, Allen seconded, Olson abstained. The February 16 minutes were approved with a minor correction to note Allen as the commissioner who called the meeting to order; Allen moved, Krumbholz seconded, Olson abstained.

Approval of Vouchers and Payroll

Faulkner distributed the March payroll; no corrections were requested; the payroll was unanimously approved in the amount of \$384.00 for a total payroll cost of \$511.90.

Current Payroll Tax Liabilities		*** To-Date Tax Liabilities (Please Read) ***	
Basic Company Information		Payroll Dates	
MacKaye Harbor Water District PO Box 372 Lopez Island, WA 98261		Check Date: 03/31/26 (1) Period Start Date: 03/01/26 (1) Period End Date: 03/31/26	
Company No: 25007		Federal Deposit Freq.: SEMI-WEEKLY Federal Deposit Method: Total Tax	
		Payroll Statistics	
		No. of PR Checks: 0	Total Check Net: \$348.33
		No. of Misc Checks: 0	Total Misc. Net: \$0.00
		No. of Tax Checks: 0	
		No. of Adj. Entries: 0	Total Adj. Net: \$0.00
		No. of Void Entries: 0	Total Void Net: \$0.00
		No. of DD Vouchers: 3	Total PR Net: \$348.33
		Total PR Gross: \$384.00	Invoice Amt: \$97.00
Federal Tax Section			
Federal Tax Deposit Liability (941)		Total Unpaid 941 Liability -- DUE \$58.68	
Federal Withholding Tax	\$0.00	<i>This amount will be withdrawn 1 day(s) before your checkdate</i>	
Earned Income Credit	\$0.00	<i>The total withdrawal will be listed at the end of the report</i>	
Social Security (Employer Portion)	\$23.79		
Social Security (Employee Portion)	\$23.79		
Medicare (Employer Portion)	\$5.55		
Medicare (Employee Portion)	\$5.55		
Cobra Premium Assistance Credit	\$0.00		
Total PR Federal 941 Liability	\$58.68	Quarter / Year : 1-2026 Tax Type: 941	
Federal Unemployment Liability (940)			
Federal Unemployment Tax (FUTA)	\$0.00		
Total PR Federal 940 Liability	\$0.00		
Washington Tax Section			
Washington Long Term Care Liability			
Washington Long Term Care Tax	\$2.22		
Total Washington PR LTC Liability	\$2.22		
Washington Disability/FLI Liability			
State Disability Tax (SDI - Emp'ee Portion)	\$1.02		
State FLI Tax (FLI - Emp'ee Portion)	\$2.10		
Total WA PR SDI/FLI Liability	\$3.12		
Washington Workers' Compensation Liability			
Labor & Industry Tax (L&I Emp'ee Portion)	\$0.99		
Labor & Industry Tax (L&I Emp'ee Portion)	\$1.56		
Total WA PR WC Liability	\$2.55		
Total Tax Deposit	\$66.57	***** Total Bank Deposit: \$511.90	
Pay Period: Monthly 03/01/26 - 03/31/26		Check Date: 03/31/26	
Co. No: 25007 MacKaye Harbor Water District		PAYROLL LIABILITY REPORT	
		Payroll #: 15 Page: A - 1	

Faulkner distributed the March claims; the March claims were unanimously approved without correction for a total approved amount of \$4,874.61. Of note is the Department of Health invoice for plan review which should be reimbursable under the EPA grant.

apChkLst Final Check List Page: 1
03/24/2026 12:04:12PM San Juan County

Bank : apbank BANNER BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
297659	3/24/2026	cen480	CENTURYLINK / LUMEN 300497055	3/6/2026	TELEPHONE	106.20	106.20
297660	3/24/2026	dep325	DEPT OF HEALTH-REVN SC1 12911-61275	1/14/2026	PLAN REVIEW	589.00	589.00
297661	3/24/2026	orc830	OPALCO 9561700	3/16/2026	ELECTRICITY	121.66	
			9561701	3/16/2026	ELECTRICITY	114.11	235.77
297662	3/24/2026	j00211	STREAMLINE SOFTWARE, I W93H4PS4-0012	3/1/2026	WEBSITE	216.70	216.70
297663	3/24/2026	j00155	TRUE BLOOM COOPERATIVI 1524	3/1/2026	BOOKKEEPING	1,971.42	1,971.42
297664	3/24/2026	uti245	UTILITIES UNDERGROUND I 273545	2/28/2026	UTILITIES LOCATE	5.52	5.52
297665	3/24/2026	way102	WAYNE HAEFELE & ASSOCI 999	3/1/2026	MANAGER	1,750.00	1,750.00
Sub total for BANNER BANK:							4,874.61

Financial Report

Faulkner reported \$14,761.64 had been received in water billings and \$1,659.56 in standby billings since the February meeting; total revenue for the period including investments interest came to \$16,426.65; year to date total came to \$53,574.20; expenditures for the period came to \$5,386.57 leaving \$42,673.35 in the general fund and \$2000.00 in the investment pool.

Faulkner also reported approximately \$7,900 in billings remaining to collect; late fees to be issued and reminders sent; a contact issue with new property owner – Krumbholz provided an

email address and Faulkner said she would reach out to the customer; upcoming service fee increases from Payroll Solutions and Streamline.

Manager's Report

- Generator sold at auction for \$710
- Reseeding needed for pipeline construction scar on Agate Beach Lane; will be completed when weather permits

Commissioner's Reports

None

Public Comment

None

Commissioners' Additions to the Agenda

Thank you note to San Juan County for PFFAP funding; Faulkner to send Krumbholz agreement for reference in drafting the letter.

UNFINISHED BUSINESS

Discuss EPA Grant

- EPA funding extension request submitted after last meeting
 - Should take 2 weeks to approve (overdue, Faulkner will follow up with Amy Williams)
- NEPA compliance issue: Tribes (Samish/Tulalip) concerned about archaeological review
 - Work proceeded before tribal consultation
 - County confirmed: well site clear, pump house area has nearby archaeological buffers
 - Inadvertent discovery procedures to be posted during future work
 - Salmon Point had extensive archaeological survey in 1970s (grave sites identified, none near work area)
- DOH plan review: Raquel (district engineer) on maternity leave 6 weeks
 - Working through DOH checklists for resubmission; Haefele will complete and resubmit ASAP
 - Most items reference existing plans/drawings
 - Some additions/corrections needed before resubmitting.

Discuss Progress on Projects Under PFFAP Grant

Haefele reported the following:

- Well site (Phase 1): Arnott nearly complete
 - Well #2 relined successfully

- Pipes for Phase 2 buried and ready
- Pumphouse work in progress
 - Digging exposed connection pipes
 - Pipes run diagonally under slab (unexpected configuration)
 - Parts ordered from H.D. Fowler (2-week delivery cycle)
 - Fire supply connections will be ensured

NEW BUSINESS

None

ADJOURNMENT

Olson declared the meeting adjourned at 1:55 PM.

APPROVAL OF MINUTES

Commissioner, San Olson

District Clerk, Alice Faulkner