

MACKAYE HARBOR WATER DISTRICT BOARD OF COMMISSIONERS MINUTES

REGULAR MEETING - FEBRUARY 16, 2026

Date: February 16, 2026

Time: 1:00 PM

Meeting called to order by: SCOTT ALLEN

CALL TO ORDER

The Board of Commissioners for MacKaye Harbor Water District met on February 16th, 2025, at the residence of San Olson - 481 Barlow Bay Rd; Scott Allen called the meeting to order at 1:02 p.m. and confirmed a quorum.

IN ATTENDANCE

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

REGULAR BUSINESS

Approval of Minutes

The approval of January 19 minutes was postponed until the March meeting.

Approval of Vouchers and Payroll

Faulkner distributed the February payroll; no corrections were requested; the payroll was unanimously approved in the amount of \$384.00 for a total payroll cost of \$511.96.

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: 02/27/26 (1) Period Start Date: 02/01/26 (1) Period End Date: 02/28/26	
Company No: 25007		Federal Deposit Freq.: SEMI-WEEKLY Federal Deposit Method: Total Tax	
		Payroll Statistics	
		No. of PR Checks: 0	Total Check Net: \$348.27
		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: \$348.27
		Total PR Gross: \$384.00	Invoice Amt: \$97.00

Federal Tax Section	
Federal Tax Deposit Liability (941)	Total Unpaid 941 Liability -- DUE \$58.80
Federal Withholding Tax \$0.00	<i>This amount will be withdrawn 1 day(s) before your checkdate The total withdrawal will be listed at the end of the report</i>
Earned Income Credit \$0.00	
Social Security (Employer Portion) \$23.82	
Social Security (Employee Portion) \$23.82	
Medicare (Employer Portion) \$5.58	
Medicare (Employee Portion) \$5.58	
Cobra Premium Assistance Credit \$0.00	
Total PR Federal 941 Liability \$58.80	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'er Portion) \$1.56	
Total WA PR WC Liability \$2.55	
Total Tax Deposit \$66.69	***** Total Bank Deposit: \$511.96

Pay Period: Monthly 02/01/26 - 02/28/26	Check Date: 02/27/26
Co. No: 25007 MacKaye Harbor Water District	PAYROLL LIABILITY REPORT Payroll #: 14 Page: A - 1

Faulkner distributed the February claims; the February claims were unanimously approved without correction for a total approved amount of \$9,061.24.

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02/17/2026 4:10:49PM San Juan County

Bank : apbank BANNER BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
296941	2/17/2026	cen480	CENTURYLINK / LUMEN 300497055	2/6/2026	TELEPHONE	100.73	100.73
296942	2/17/2026	j00239	HARBOR PROPANE, LLC 50046	1/26/2026	PROPANE COMPANY	633.52	633.52
296943	2/17/2026	j00211	STREAMLINE SOFTWARE, IT W93H4PS4-0011	2/1/2026	WEBSITE	216.70	216.70
296944	2/17/2026	j00155	TRUE BLOOM COOPERATIV 1520	2/1/2026	BOOKKEEPING SERVICE	2,228.82	2,228.82
296945	2/17/2026	way102	WAYNE HAEFELE & ASSOCI 992	2/1/2026	PHASE 2	3,456.25	
			991	2/1/2026	MANAGER	1,750.00	5,206.25
Sub total for BANNER BANK:							8,386.02

apChkLst Final Check List Page: 1
02/24/2026 2:41:48PM San Juan County

Bank : apbank BANNER BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
297045	2/24/2026	orc830	OPALCO 9561700	2/17/2026	ELECTRICITY	136.65	
			9561701	2/17/2026	ELECTRICITY	117.27	253.92
297046	2/24/2026	j00323	SCOTT, ALLEN 2026-0131	12/31/2025	CONFERENCE & TRAVEL	421.30	421.30
Sub total for BANNER BANK:							675.22

Financial Report

Faulkner reported that she had sent out the January invoices at the end of January after the meeting; so far \$13,462.81 had been received in water billings and \$829.78 in standby billings; total revenue for the period including investments interest came to \$14,298.68; year to date total came to \$23,255.27 which includes the draw from EPA in January; expenditures for the period came to \$9,142.98 leaving \$18,171.21 in the general fund and \$2000.00 in the investment pool.

Faulkner noted that billing for water operator work had still not been received for the entire year of 2025; she also explained that meter readings were still not being sent timely; the commissioners directed her to request that Trisha Arnott send them right away even if she had not reviewed them yet.

Manager's Report

Haefele reported the following:

- Well #2 work progressing - completion target end of week
 - 18-inch extension welded to bring well top above grade
 - Lining completed, bacteria test passed
 - Utility box enclosure being installed (similar to Well #1)
- Proposed shed markers placed (8x12 structure)
- Combined meter still doesn't match sum of individual well meters (ongoing since 2012)
- Water Operator invoicing issues discussed – Haefele will invite Arnott to a meeting where the subject can be broached
- Haefele will deliver the old generator and trailer for the March auction

Commissioner's Reports

None

Public Comment

None

Commissioners' Additions to the Agenda

None

UNFINISHED BUSINESS

Discuss EPA Grant

- Haefele reported that a response from DOH was received January 15th from Raquel (now on maternity leave until July)
 - Response appeared superficial, referencing design manual checklists
 - Haefele will submit detailed response to Raquel's stand-in before next meeting
- EPA Phase 1 extension request needed

- Amy William's email requires NEPA compliance information; Haefele will respond to her
- 6-month extension recommended, considering 9-month request; Faulkner to coordinate with Williams and submit
- Ground disturbance and construction details required
- Tree cutting postponed until EPA approval

Discuss Progress on Projects Under PFFAP Grant

- PFFAP grant closed, work continuing
 - Sound Communications generator installation complete
 - Underground piping work at Salmon Point pump house remaining

NEW BUSINESS

None

ADJOURNMENT

Krumbholz declared the meeting adjourned at 2:09 PM.

APPROVAL OF MINUTES

Commissioner, San Olson

District Clerk, Alice Faulkner