

Kitsap Sewer District #7
June 9, 2022 Regular Meeting Minutes
Location: Meeting held in person and via Zoom

Call to Order: The meeting was called to order at 7:12 PM by Commissioner Chris Dew. Commissioners Sarah Lee and Alicia Arter, and contracted District Manager Roan Blacker were present. Also present were plant contractors Bob Thurston, Terry Hauser and Matt Quinslik; Colleen Yuhl, contractor Mike Yuhl; and, District residents Ellen Lockert and Nina Jackson.

Agenda Acceptance: Commissioner Lee moved to modify the agenda to address topics involving the meeting visitors first. Commissioner Dew seconded, and the agenda was approved unanimously (3 – 0).

Public Comment: None.

New Business: Commissioner Lee moved to adopt Resolution 2022-02 honoring Terry Hauser, a long-time worker at the District's treatment plant. The resolution commends and thanks Mr. Hauser for his many years of work and wishes him the very best in his upcoming retirement. Commissioner Dew seconded, and the resolution was approved unanimously (3 – 0).

Old Business:

Settlement Proposal by Ellen Lockert and Nina Jackson (owners and residents at 10191 NE South Beach Dr.) to reduce their outstanding sewer service balance. The District received a written request from Ms. Lockert to reduce the account balance to \$1,000. Roan Blacker had notified the Jackson/Lockert household that the District had not invoiced them for an unknown number of years. Washington law states that the District must bill for previously provided service for the past six years. However, state law also gives the Commissioners the authority to reach a settlement for a lesser amount. Ms. Jackson proposed to pay approximately \$1,000 of the outstanding balance. Commissioner Lee moved to settle the outstanding balance for \$1,000. Commissioner Arter seconded, and the motion was approved unanimously (3 – 0).

The commissioners discussed both the recently proposed Interlocal Agreement amendment with the City of Bainbridge Island, and the new permanent agreement. It was agreed that Chris Dew would work with contractor Mike Yuhl on this issue.

Bakery Renovation Update: The City of Bainbridge Island finalized the bakery building's Certificate of Occupancy on May 31, 2022.

Approval of Meeting Minutes: Commissioner Lee moved to postpone the acceptance of the May 11, 2022 meeting minutes. The other commissioners agreed, and the topic was tabled.

Approval of Vouchers: Commissioner Dew moved to approve the \$100,751.56 of vouchers 2022-06-02 through 2022-06-12. Commissioner Arter seconded the motion, and the motion passed unanimously (3 – 0).

Commissioner Lee moved to approve voucher 2022-07-01 for \$10,727.00 representing June's work to be performed by the contracted treatment plant managing firm, Water and Wastewater Management Services, LLC ("WWMS"). This motion is dependent on the District Manager executing and processing the voucher only after such work is performed. Commissioner Dew seconded, and the motion was approved unanimously (3 – 0).

Financial Report: Roan Blacker reviewed the following information that was included in the meeting packet: a summary of monthly cash and investment balances, a monthly activity statement summarizing each fund, a monthly revenue and expenditure comparison report, a year-to-date versus budget analysis, and a summarized customer receivable report.

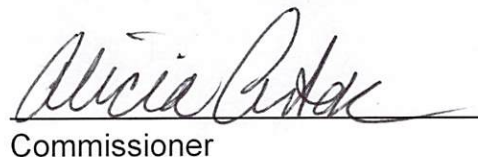
Treatment Plant Report: Treatment plant influent flow, influent testing, and effluent testing graphs were presented. The plant continues to operate well within its permit requirements.

Manager Report: Mr. Blacker reported that the GIS internship with Caleb Saks was ending, the annual report with the Washington State Auditor's Office was filed, and that the Department of Ecology's 2021 wastewater treatment plant outstanding performance award was earned by the District.

Old Business: Commissioner Arter stated that the Manager Training would be initiated by the consultant after the July 4th weekend.

Adjourn: The meeting adjourned at 8:03 PM. The next regular meeting is scheduled for Thursday, July 14, 2022 at 7:00 PM at 9705 NE Evergreen Ave, Bainbridge Island, WA.


Commissioner


Commissioner

Commissioner

Date: 7/14/2022