

Kitsap Sewer District #7
August 11, 2022 Regular Meeting Minutes
Location: Meeting held in person and via Zoom

Call to Order: The meeting was called to order at 7:03 PM by Commissioner Chris Dew. Commissioners Sarah Lee, District Manager Roan Blacker, City of Bainbridge Island Public Works Director Chris Wierzbicki, and Ivan Douthchak were also present. Commissioner Alicia Arter was excused.

Agenda Acceptance: Commissioner Lee moved to approve the proposed agenda. Commissioner Dew seconded, and the agenda was approved unanimously (2 – 0).

Public Comment: Ivan Douthchak introduced himself and stated that he is an interested developer of two properties on Mardell Court.

Approval of Meeting Minutes: Commissioner Dew moved to approve the proposed July 14, 2022 meeting minutes. Commissioner Lee seconded the motion, and the motion passed unanimously (2 – 0).

Approval of Vouchers: Commissioner Lee moved to approve the \$20,728.13 of vouchers 2022-08-02 through 2022-08-15. Commissioner Dew seconded the motion, and the motion passed unanimously (2 – 0).

Commissioner Lee moved to approve voucher 2022-09-01 for \$10,727.00 representing August'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 (2 – 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.

Old Business:

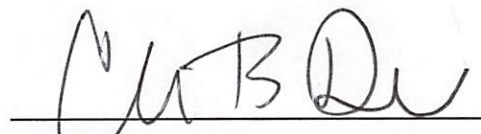
- Follow up from City re: Mardell Court: Chris Wierzbicki stated that the City had yet to determine its timing or approach on developing a road or other utilities for the area. The commissioners requested that the City communicate its future plans of this development so that the District can potentially coordinated the timing of its potential collection system extension in this area.
- District and City Interlocal Agreement (ILA): Chris Wierzbicki discussed again the City of Bainbridge Island's desire to work with the District in the short term to increase the number of ERU's permitted under a modification to the existing ILA; and, to commence longer term conversations to begin updating and negotiating a new long term ILA.
- Review of excess District property: because of the recent unsolicited offers to purchase District property, the Commissioners reviewed the WA state requirements on selling District owned parcels. The Commissioners stated that they have no interest at this time to sell any of the District property.

New Business:

- Commissioner roles: the Commissioners determine to postpone this discussion due to Commissioner Arter not being present and unable to participate.
- District office proposed budget: Roan Blacker presented the budget to furnish the district office. The Commissioners had questions on the cybersecurity and technical portion of the budget and requested that Mr. Blacker obtain clarity on those related items prior to the budget being adopted.
- Bakery building utility payments: Commissioner Lee proposed to have the District pay the utilities on the newly restored historical bakery building until August 1, 2022. Commissioner Dew seconded the motion, and the motion passed unanimously (2 – 0).

Adjourn: The meeting adjourned at 8:37 PM. The next regular meeting is scheduled for Thursday, September 9, 2022 at 7:00 PM at 2017 Belfair Ave. NE, Bainbridge Island, WA.


Commissioner


Commissioner

Commissioner

Date: Sept 8, 2022