

Kitsap Sewer District #7

January 12, 2023 Regular Meeting Minutes

Location: 2017 Belfair Ave. NE, Bainbridge Island, WA and via Zoom

Call to Order: The meeting was called to order at 7:04 PM by Commissioner Chris Dew. Commissioner Alicia Arter and District Manager Roan Blacker were present. Treatment Plant Manager Robert Thurston and consultants Michael Yuhl and Colleen Yuhl were also present. Commissioner Sarah Lee was excused from the meeting.

Agenda Acceptance: Commissioner Dew moved to approve the proposed agenda with the inclusion of having the Manager provide an update on the negotiations a new interlocal agreement with the City. Commissioner Arter seconded, and the agenda was approved unanimously (2 – 0).

Public Comment: no comment.

Approval of Meeting Minutes: Commissioner Dew moved to approve the proposed December 13, 2022 meeting minutes. Commissioner Arter seconded the motion, and the motion passed unanimously (2 – 0).

Approval of Vouchers: Commissioner Dew moved to approve the \$28,673.88 of vouchers 2023-01-02 through 2023-01-14. Commissioner Arter seconded the motion, and the motion passed unanimously (2 – 0).

Commissioner Dew moved to approve voucher 2023-02-01 for \$11,532.00 representing January'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 Arter seconded, and the motion was approved unanimously (2 – 0).

Plant Manager Robert Thurston discussed WWMS's augmented responsibilities and costs associated in managing the District's collection system in addition to the treatment plant. The commissioners acknowledged the increased role that WWMS has taken and requested to see a modification in the WWMS contract with the District that reflects the additional activity and proposed charge.

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.

Treatment Plant Manager, Bob Thurston, discussed the future targeted Department of Ecology nutrient requirements that the District may have to meet. In 2025 treated water directly discharged into the Puget Sound may be limited to total nitrates of 3 milligrams per liter. However, reuse water for lawns or other areas accessible to the public may be limited to 10 milligrams per liter, and reclaimed water discharged into the ground not directly accessible to the public may be limited to 20 milligrams per liter. Mr. Thurston explained that over the past several months the effluent water has been fluctuating between approximately 12 and 32 milligrams per liter, and that Jacobs Engineering will be meeting with the District in May to discuss what alternatives can be implemented to reduce our nutrients below the targeted new levels.

At approximately 7:35 PM attorney Christopher Pirnke of Inslee, Best, Doezie & Ryder, P.S. joined the meeting.

Executive Session: At 7:37 PM Commissioner Dew moved to enter into a 15-minute executive session pursuant to “RCW 42.30.110(1)(i) - Discussion with legal counsel about legal risks of current or proposed action. At 7:56 PM the executive session was extended for an additional 10-minute period through a public announcement made by Commissioner Chris Dew. At 8:06 PM the executive session ended and Commissioner Dew reconvened leading the District’s public meeting.

Manager Report:

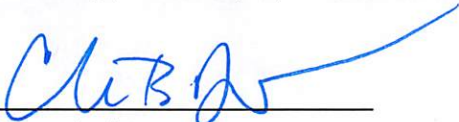
- Rate Increase: City of Bainbridge Island has acknowledged the District’s increase in rates and fees effective March 1, 2023.
- Interlocal Agreement: City of Bainbridge Island has proposed to compile a list of considerations for a new ILA that the District can then review and comment on. This activity will help facilitate our negotiations and make our meetings drafting a new ILA more productive.
- Commissioner Election: Roan Blacker stated that he had responded to Kitsap County Election District Questionnaire in preparation for this Fall’s upcoming elections which will include a commissioner position for the District.

Old Business: Commissioner Arter and Roan Blacker presented the proposed 2023 operating budget. After discussion, Chris Dew moved to adopt the balanced budget that reflects a nearly 7% growth from the District’s 2022 budget in operating revenues and expenditures. Commissioner Arter seconded, and the motion was approved unanimously (2 – 0).

New Business:

- Water Reuse – Michael Yuhl commented on the potential reuse of the treatment plant's treated water, and how this could both satisfy the District's future restrictions of discharging into the Sound, and also improve the shortage of water on southern Bainbridge Island. Roan Blacker had been contacted by KPUD to have initial discussions on the District's potential water reuse, and agreed to have an initial group meeting with KPUD and the City of Bainbridge Island.
- Bakery Grand Opening – Commissioner Lee had requested prior to the meeting that the commissioners coordinate a time in the Spring to have an opening ceremony for the District's newly restored bakery building. The commissioners thought this was a great idea and agreed to coordinate with one another to select a date.

Adjourn: The meeting adjourned at 8:03 PM. The next regular meeting is scheduled for Thursday, February 9, 2023 at 7:00 PM at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 2/9/2023