

Kitsap Sewer District #7

April 13, 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 7:00 PM by Commissioner Chris Dew. Commissioners Sarah Lee and Alicia Arter, and District Manager Roan Blacker were present.

Agenda Acceptance: Commissioner Dew moved to approve the proposed agenda. Commissioner Arter seconded, and the agenda was approved unanimously (3 – 0).

Public Comment: no comment.

Approval of Meeting Minutes: Commissioner Lee moved to approve the proposed March 9, 2023 meeting minutes. Commissioner Dew seconded the motion, and the motion passed unanimously (3 – 0).

Approval of Vouchers: Commissioner Dew moved to approve the \$37,454.93 of vouchers 2023-04-02 through 2023-04-20 with the corrected voucher coding reflecting the “2023” year. Commissioner Arter seconded the motion, and the motion passed unanimously (3 – 0).

Commissioner Lee moved to approve voucher 2023-05-01 for \$13,532.00 representing April’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 (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. With the recent completion of the District’s sewer cleaning work, it was requested by the Commissioners to receive an updated report on the status of the District’s collection system at the next meeting by Bob Thurston, the Plant Manager.

Manager Report: Roan Blacker was attending the meeting via Zoom from Wenatchee where the WASWD Spring Conference was being held. He stated that he'd be able to provide a summary of the key sewer topics discussed during the conference at the next District board meeting.


Old Business:

- KCSD7-COBI Interlocal Agreement (ILA) Update - Roan Blacker explained that our counsel Chris Pirnke of Inslee Best was starting to draft the new ILA. The initial draft of the new agreement is expected to be available in May.
- Nutrient Reduction Update – Commissioner Lee stated that she'd try and schedule a meeting with the Parks District and our consultant Michael Yuhl to further discuss the possibility of a managed land application of our treatment plant's effluent discharge to be recycled within the Fort Ward State Park's trees. Also, Roan Blacker stated that the Jacob Engineering consultant site visit to our treatment plant to assess reducing nitrates in our wastewater discharge was scheduled to occur on May 15.

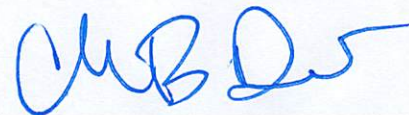
Old Business:

- The commissioners discussed the dead tree on the District's undeveloped lot at the corner of Park View Drive and Parade Grounds Avenue. They agreed to pursue cutting down the tree, authorizing Roan Blacker to obtain quotes for such services, and Commissioner Arter agreed to be the point commissioner on this effort and to be kept apprised of the progress.

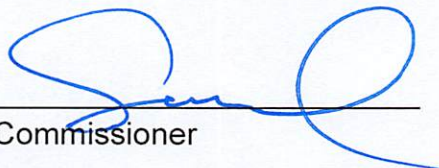
Adjourn: The meeting adjourned at 7:49 PM. The next regular meeting is scheduled for Thursday, May 11, 2023 at 7:00 PM at 9705 NE Evergreen Ave., Bainbridge Island, WA.



Commissioner



Commissioner



Commissioner

Date: 4/13/2023