

Kitsap County Sewer District #7 (KCSD 7) Board of Commissioners Meeting Minutes

**Regular Meeting
Thursday, February 13, 2025**

Zoom Link: <https://us02web.zoom.us/j/88187801097?pwd=ay8xbm9DY3Jnd3JBTUR3TThpUWZpdz09>

Meeting ID: 881 8780 1097

Commissioner Lee called the regular meeting to order at 5:01 p.m., Thursday, February 13, 2025.

Commissioners: Commissioner Sarah Lee, and Commissioner Bonnie Harris. Excused: Commissioner Alicia Arter.

Staff: Dave Epperson, KPUD Operations Director and KPUD Clerk of the Board Michael Land.
Via Zoom: KPUD General Manager Angela Bennink, and Finance Director Yumi Maule.

Visitors and Guests: None

Approval of Agenda of February 13, 2025, Board Meeting

Commissioner Harris moved to approve the agenda as submitted. Commissioner Lee seconded the motion. MOTION PASSED UNANIMOUSLY (2-0).

Public comment on budget: None

Approval of Minutes of January 9, 2025, Regular Board Meeting

Commissioner Harris moved that the minutes of January 9, 2025, Regular Board Meeting be approved as submitted. Commissioner Lee seconded the motion. MOTION PASSED UNANIMOUSLY (2-0).

Approval of Minutes of February 3, 2025, Special Board Meeting

Commissioner Harris moved that the minutes of February 3, 2025, Special Board Meeting be approved as submitted. Commissioner Lee seconded the motion. MOTION PASSED UNANIMOUSLY (2-0).

Approval of Vouchers through February 13, 2025

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Board. Commissioners asked clarifying questions as appropriate. As of this date, February 13, 2025, the Board, by unanimous vote, does approve for payment voucher numbers 2025-02-01 through 2025-02-15 in the amount of \$52,691.06 for

Accounts Payable of which three exceeded \$5,000 and \$1,771.00 for payroll. Commissioner Harris moved for the approval of these payments. Commissioner Lee seconded the motion. MOTION PASSED UNANIMOUSLY (2-0).

New Business

RECOMMENDATION to reissue a Binding Sewer Availability Letter for Tax Lot ID# 4150-003-022-008 and to authorize the Contracted Manager Angela Bennink to sign such letter. Following discussion, Commissioner Lee moved to table the recommendation. Commissioner Harris seconded tabling the recommendation. MOTION PASSED UNANIMOUSLY. (2-0)

KPUD Management Report

KPUD's Finance Director Yumi Maule provided the board with a financial update.

KPUD's Operation Director Dave Epperson provided the board with and update on repairs, replacement and improvements at the Sewer Plant.


KPUD's General Manger Angela Bennink provided the board with an updated on KPUD's Management of the sewer treatment plant.

Board Meeting

The next board meeting will be held on March 13, 2025, beginning at 5 p.m. held both in person at the Fort Ward Community Center with an option to join a Zoom video teleconference (link will be posted).

Adjournment

Having no further business, the regular meeting was duly adjourned at 6:35 p.m.

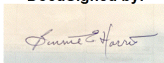
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Commissioner Sarah Lee

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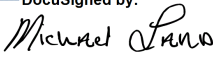
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Commissioner Alicia Arter

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Commissioner Bonnie Harris

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Michael Land, Clerk of the Board