

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

**Special Meeting
Friday, July 19, 2024**

Zoom Link: <https://us02web.zoom.us/j/88187801097?pwd=ay8xbm9DY3Jnd3JBTUR3TThpUWZpdz09>
Meeting ID: 881 8780 1097

Commissioner Lee called the special meeting to order at 12:15 p.m., Friday, July 19, 2024.

Commissioners: Sarah Lee (via Zoom), Alica Arter, and Bonnie Harris.

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

Visitors and Guests: None

Approval of Agenda of July 19, 2024, Special Board Meeting

Commissioner Harris moved that the Agenda of July 19, 2024, be approved as submitted. Commissioner Arter seconded the motion. MOTION PASSED UNANIMOUSLY (3-0).

Public comment: None

Approval of Vouchers through July 19, 2024

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, July 19, 2024, the Board, by unanimous vote, does approve for payment voucher numbers 2024-07-16 through 2024-07-23 in the amount of \$11,520.39 for Accounts Payable of which zero exceeded \$5,000. Commissioner Harris moved for the approval of these payments. Commissioner Arter seconded the motion. MOTION PASSED UNANIMOUSLY (3-0).

New Business

RECOMMENDATION for the board to approve a scope of work with KPUD for Financial Services and authorizing the Secretary of the Board to sign such scope of work on behalf of the board. Commissioner Harris moved to approve a scope of work with KPUD for Financial Services and authorizing the Secretary of the Board to sign such scope of work on behalf of the board. Commissioner Arter seconded the motion. MOTION PASSED UNANIMOUSLY (3-0).

RECOMMENDATION for the board to approve the issuance of a Sewer Availability Letter for 2876 Fort Ward Hill Road, Bainbridge Island, WA 98110 and authorizing the Secretary of the Board to sign such letter on behalf of the board. Commissioner Harris moved for the board to

approve the issuance of a Sewer Availability Letter for 2876 Fort Ward Hill Road, Bainbridge Island, WA 98110 and authorizing the Secretary of the Board to sign such letter on behalf of the board. Commissioner Arter seconded the motion. MOTION PASSED UNANIMOUSLY (3-0).

Board Meeting

The next board meeting will be held on August 8, 2024, 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 special meeting was duly adjourned at 1:46 p.m.

Excused

Commissioner Sarah Lee

DocuSigned by:

Alicia Arter

DF8AFDABF9CA417...

Commissioner Alicia Arter

DocuSigned by:

Bonnie Harris

D2BD73BEF6B54DD...

Commissioner Bonnie Harris

ATTEST:

DocuSigned by:

Michael Land

4F9B586FF7D141D...

Michael Land, Clerk of the Board