

**KITSAP COUNTY SEWER DISTRICT NO. 7**  
**Minutes of Meeting**  
**May 8, 2008**

The meeting was called to order by President Sarah Lee at 7:30 p.m. Those in attendance were Commissioners Lee, Gayle Ashton and Art Bartel; and Manager Colleen Yuhl. Members of the public were Kate Sharffanovich and Don Ashton.

The March 2008 and April 2008 minutes were approved.

Vouchers 08-5-1 through 08-5-11 were approved for payment.

Kate Sharfanovich was introduced and she explained that she was working on a directory for the Fort Ward neighborhood, as well as an update of the Emergency Preparedness Form. She asked for the District's cooperation in this effort. Sarah Lee explained that the District would be willing to mail these to sewer district customers with the sewer bills as long as it did not exceed two sheets of paper. She was instructed to contact Colleen Yuhl to arrange for getting the information inserted with the bills.

Ms. Sharfanovich also inquired about the District's purchase of the old bakery property and what the plans were. Sarah Lee explained that the sewer district, in its Comprehensive Plan, has indicated a need for an office and a space for district meetings. This included the possibility of providing a meeting space for the community. Because the District, as part of its Outfall Permit, was required to support the efforts to retain Fort Ward's historic structures, the Commissioners decided to buy the bakery building when it became available. Up until the end of last year, the District has been involved in the upgrade of the sewage treatment plant so the building is being rented until such time as the District is able to do the planning for the future of the building.

It was suggested that perhaps a preliminary task force group could be formed to provide some vision and timeline for proceeding on this project.

Financial Report – Colleen Yuhl passed out the financial reports for March and April.

Old Business

1. Sine Metu Reimbursement Agreement – Art Bartel moved to accept the sewer constructed on Devenny Avenue from Sine Metu Holdings and to sign the reimbursement agreement with them. Seconded by Gayle Ashton and carried unanimously.
2. Colleen Yuhl reported that she had received two estimates on the revised value of the lot and was awaiting a third one. They were between \$130,000 and \$133,000. Art Bartel suggested that we set the price at \$133,000. She will advertise for bids to be received by the June 12<sup>th</sup> meeting.
3. Serenity House – Discussion of this issue was postponed until the June meeting.

4. Rental House Roof Repair – A proposal has been received from Tim Brogan for repairs to the roof. Mike Yuhl checked the state law to see if we could contract with him without a formal advertisement since he seems to be the only one in the area who has the expertise to work on the slate. Since the cost is below the state thresholds for bidding, we should be able to proceed with his proposal.
5. Meeting with City – Sarah Lee will check with Randy Witt to see when a meeting can be scheduled with the City.

New Business

1. Capital Facilities Plan – Colleen Yuhl reported that she had been contacted by city staff for an update of the District's Capital Facilities Plan. The Commissioners agreed that a full update was not necessary, but that the figures for capital improvements for 2008 should be \$35,000; 2009 should be \$100,000 and 2010 should be \$50,000. These costs would be for improvements to the Bakery Building to convert its use to office and meeting space.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

*Colleen A. Yuhl*  
Colleen Yuhl  
District Manager

*Hy Bartel, Commissioner*  
*Comp. Adv. Commissioner*  
*Sarah Lee president*