

KITSAP COUNTY SEWER DISTRICT NO. 7
Minutes of Meeting
February 14, 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, Engineer Mike Yuhl, Manager Colleen Yuhl. Member of the public present was Don Ashton.

The minutes of the January 9, 2008 meeting were approved.

Vouchers 08-2-1 through 08-2-12 were approved for payment.

Financial Report – Colleen Yuhl provided a 2007 year end financial report as well as the report for January 2008. Income for 2007 was approximately \$9500 more than expenses for the year. This was partially due to a decrease in sludge removal and electricity costs for the last two months after the STP upgrades were on line.

There was discussion of the balance left on the Bond for ULID 2-f, 4 & 5. Since the District made a \$100,000 payment on the principal amount in the early part of the loan, there is only \$16,923 left to pay on the loan, which doesn't mature until 2010. The District can either pay off that amount or pay the interest payment on March 1st. It was decided that it would be more fiscally prudent to pay the interest payment at this time. Gayle Ashton moved to approve Resolution 2008-1 authorizing Colleen Yuhl to transfer funds from account 91935 to account 91938 to cover the March 1, 2008 interest payment on the loan for ULID 2-f, 4 & 5. Motion seconded by Art Bartel and passed.

Old Business

1. **Status of Sewage Treatment Plant Construction** – Mike Yuhl reported that he had inspected the plant earlier in the week and had a punch list of several small items for the contractor to complete.
2. **Sale of Vacant Lot** – Colleen Yuhl reported that she had received several phone calls after the sign was posted in December, and sent out 5 bid packets. She advertised in the Bainbridge Review and set a bid opening for 8 p.m. on February 14th. No bids have been received. There was discussion regarding the state's process and whether the price is too high. Colleen Yuhl will call attorney Denise Hamel and check with her as to whether the price can be dropped 10% again.
3. **House Rental** – There was discussion regarding the feasibility of renting the house on Evergreen. Bernie Anderson from Puget Sound Property Management will attend the March meeting and answer any questions the commissioners may have.
4. **Business Cards** – Art Bartel will work with Sarah Lee on a design and then order business cards for the commissioners.
5. **Capital Facilities Plan** – There was discussion that the City will ask for the District's input to its Capital Facilities Plan, and also about the

Commissioners possibly having a separate work session to prepare the District's input. No decision was made.

New Business

1. Serenity House – Sarah Lee gave some background on the use of Serenity House and the City's agreement with the Housing Authority to keep its current use as an adult boarding home. She explained that the Housing Authority is looking for ways to cut its costs in order to be able to continue to operate. There is a state law which allows government agencies to reduce costs to and cooperate with housing authorities when they are providing affordable housing. She indicated that she believed they are being charged for more sewer connections than they are currently using and asked if the District's commissioners could look at this. It was suggested that a resolution could be written which would allow a minimum charge for this usage, but if the use changes the fee structure would revert to the prevailing rates. A resolution will be crafted for possible action at the March meeting.
2. Sewer Reimbursement Agreement – Art Bartel moved that the Reimbursement Agreement between Kitsap County Sewer District #7 and the Kitsap County Consolidated Housing Authority for the Soundview Sewer Extension be approved. Motion seconded by Gayle Ashton and passed unanimously.
3. Change Order #3 – Art Bartel moved that Change Order #3 between Kitsap County Sewer District #7 and Hisey Construction, Inc. be approved. Motion seconded by Gayle Ashton and passed unanimously.
4. Water & Sewer Risk Management Meeting – Colleen Yuhl stated that the semi-annual general membership meeting of the Water & Sewer Risk Management Pool would be held on March 20th, and asked if any commissioners would like to attend.
5. Art Bartel reported that he had inquiries about having copies of the District's meeting minutes sent out with the bills each month. It was agreed that it is very important for constituents to be able to access meeting minutes as easily as possible. At the same time, there was concern about: extra postage costs if they were mailed every month; and, whether it is environmentally sound to make and send extra copies to those who don't want them. After some discussion, it was agreed that there would be a notice in the next billing stating that anyone interested in receiving copies of the minutes should contact Colleen Yuhl and she could provide them by email.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Colleen Yuhl


President
Art Bartel