

KITSAP COUNTY SEWER DISTRICT NO. 7
Minutes of Meeting
December 9, 2010

The meeting was called to order by President Sarah Lee at 7:30 p.m. Those in attendance were Commissioners Lee, Art Bartel and Chris Dew; Engineer Mike Yuhl; Manager Colleen Yuhl. Member of the public in attendance was Roger Tielman.

The minutes of the October 16, 2010 and November 11, 2010 meetings were approved.

Vouchers 10-12-1 through 10-12-8 were approved for payment.

Financial Report – Colleen Yuhl passed out the financial reports for November.

Old Business

1. Discussion of Taxes - Sarah Lee stated that she and Colleen Yuhl had met earlier in the day with Denita from the West Sound Utility District to talk about the District's responsibility for B&O taxes and/or public utility taxes. The Commissioners discussed the procedure for moving forward on this issue.

Prior to approving the budget, Chris Dew brought up the idea of developing a website for the District. He indicated that, with the help of his wife, he could develop this. He estimated that budgeting approximately \$200 would cover the costs of getting a website up and running. The website would serve as a medium for keeping the District's ratepayers informed. It was the consensus of the Commissioners that this was an excellent idea.

Colleen Yuhl suggested that the Sewer District join the Washington Association of Sewer & Water Districts (WASWD) for 2011. The WASWD provides educational opportunities for District Staff and Commissioners as well as monitoring legislation and other activities. After some discussion, Chris Dew moved that Kitsap County Sewer District No. 7 joint WASWD for 2011.

2. Approval of Budget – The proposed budget was reviewed and adjustments were made to the amounts for Billing Services, Washington Association of Sewer & Water Districts dues, the item for Taxes, and contingency. A \$200 item was added for web site design. Art Bartel moved to approve the 2011 budget with the amendments 1 to 5 to be included. Seconded by Chris Dew and passed unanimously. (A copy of the budget as approved is attached to these minutes.)
3. Status of Rental House – Art Bartel reported that Bernie from Puget Sound Property Management was in the process of finding new tenants for the house.
4. Report on Proposed Manual – Art Bartel reported that he had met with the Yuhls and that an outline of the contents has been developed and parts have been written. Colleen Yuhl passed out an outline of what will be included. Art indicated that he would continue to work the Yuhls until the manual is completed.

New Business

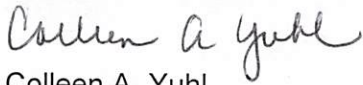
1. Art Bartel handed in his letter of resignation from the District's Commission effective December 31, 2010. Chris Dew moved to approve a resolution recognizing the accomplishments of Mr. Bartel as Commissioner. Seconded by Sarah Lee and approved.
2. Art Bartel moved to approve the appointment of Roger Tielman to fill out the remainder of his term, beginning January 1, 2011. Seconded by Chris Dew and passed unanimously.

Colleen Yuhl will have a copy of the Oath of Office for Mr. Tielman's swearing-in at the next meeting.

The next meeting of the Board of Commissioners will be held on Thursday, January 13, 2011 at 1948 Parkview Drive N.E. at 7 p.m.

The meeting was adjourned at 9:08 p.m.

Respectfully submitted,



Colleen A. Yuhl
District Manager

