

KITSAP COUNTY SEWER DISTRICT NO. 7
Minutes of Meeting
May 9, 2013

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

The minutes of the April 11, 2013 meeting were approved.

Vouchers 13-5-1 through 13-5-13 were approved for payment.

Financial Reports – Colleen Yuhl distributed the Preliminary Financial Reports for April. (Because the County statements had not yet been received, the reports could not be reconciled before the meeting.) The only unusual expenditure was for a replacement for one of the pumps in the pump station. The pump that was removed will be rebuilt so that there is always a replacement on hand.

Old Business

1. PWTF Loan Application – The District is near the top of the list for funding, however nothing will be confirmed until the Legislature passes a budget. The Washington Association of Water & Sewer Districts suggests that constituents write to their legislators to discourage removing money from the Public Works Trust Fund to balance the budget, as there is a great need for infrastructure repair.
2. Tank Cleaning & Inspection – Mike Yuhl reported that the 2nd sludge tank has been drained and he will be inspecting it for any leaks. He recommends that the sludge tanks be drained and inspected at least every 5 years.
3. District-owned Lot – There was some discussion about the possibility of putting the District's lot up for sale. The Commissioners decided not to do anything immediately and to re-visit the decision later in the year.

New Business

1. Proposal to Locate All Manholes in District – Mike Yuhl presented the Commissioners with a proposal to locate all the manholes in the District, and provide a digital record of their locations (with coordinates). He will also clean tops, check covers for grade, and recommend which manholes should be raised.

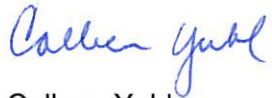
Sarah Lee moved to approve the proposal from Yuhl & Associates to locate the manholes and provide a digital record. Seconded by Roger Tielman and passed unanimously. It was agreed that this should be paid from the District's Capital Account.

2. Insurance Appraisal – Colleen Yuhl reported that the Insurance Pool will be sending an appraiser to appraise the District's facilities. There is no cost to the District for this service.

The next meeting will be held on June 13, 2013 at 7 p.m. at 1948 Parkview Drive N.E.

The meeting was adjourned at 8:53 p.m.

Respectfully submitted,



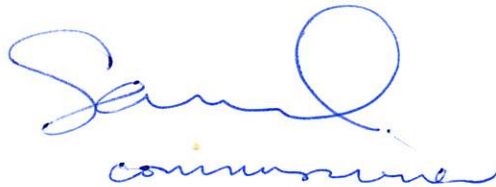
Colleen Yuhl,
District Manager



Commissioner



Commissioner



Commissioner