

KITSAP COUNTY SEWER DISTRICT #7

Serving the Fort Ward Community

Minutes of Meeting

April 14, 2016

Commissioner Chris Dew called the meeting to order at 7pm with Commissioner Roger Tielman, Commissioner Sarah Lee, District Manager John Poppe, and Tricia Adler Sound Data, Roan Blacker Finance Committee present. Members of the public attending were Douglas Crist.

AGENDA Modification(s) – No change to the Agenda.

Public Comment – No public comment.

Friends of Fort Ward update- Douglas Crist updated the Board about the Bakery building project. All permitting has been submitted to the City of Bainbridge and the permits are being processed. Crist and Poppe met with COBI planning 4-14-16 to discuss parking arrangements with Building 16. Expect the first part of August, 2016 permit approval from COBI. Fund raising will continue through private donations and Grant applications.

Approval of Minutes - March 10, 2016 minutes were approved with signatures for each month. Commissioner Lee moved to approve the minutes, Commissioner Tielman seconded the motion. Motion passed unanimously.

Approval of Vouchers- Commissioner Dew moved to approve the Vouchers from 16-4-1 thru 16-4-15. Commissioner Tielman seconded the motion. Motion passed unanimously.

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Financial Report- Sound Data presented the DRAFT March 2016 “Income & Expense” financial report. A short discussion about continued development of the “CHART OF ACCOUNTS” and “MONTHLY FINANCIAL REPORTS”.

Manager’s Report - DRAFT NPDES Application (5 year) has been approved. Application in the DOE process.

Biosolids Application has been completed and submitted to DOE.

Old Business - District logo development suspended because of financial system development

New Business- Two Public Records Requests during March, 2016. Both have a formal response from the District with acknowledgement from the requesters.

The treatment plant computer system was installed prior to 2002. The hardware support system has reached the end of its life. Poppe recommended replacement and the Board agreed. Poppe will present supporting documents to the Board prior to purchase.

The secondary clarifiers need the steel mechanical system replaced due to corrosion. The District has a quote of about \$9,000 for replacement. Board had no problem replacing the steel components if there is enough finding available.

The treatment plant staff have been working with KPUD updating the “CROSS CONNECTION CONTROL” system at the plant. Estimated cost is \$5,000.

NOTE: Board members have no problem with proposed improvements. Poppe will look into reserve funds/monies to pay for improvements.

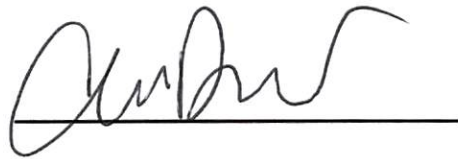
Meeting adjourned at 810 pm with next meeting scheduled May 12, 2016 at 7 pm at 9705 Evergreen NE Bainbridge Island, WA 98110



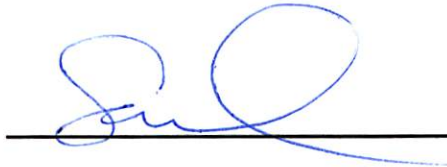
General Manager



Commissioner



Commissioner



Commissioner

Date: April 14, 2016