

Kitsap Sewer District #7

April 12, 2018 Regular Meeting Minutes

Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:00 pm by President Chris Dew. Also present were: Commissioner Roger Tielman; District Manager Roan Blacker, and Friends of Fort Ward Chair Douglas Crist. Commissioner Sarah Lee was excused. Private citizen Ron Luke also was in attendance.

Agenda Acceptance: Commissioner Tielman moved to adopt the agenda with the amendment to place New Business immediately after Friends of Fort Ward Update, and to include a discussion of District Excess Property under Old Business. Commissioner Dew seconded the motion. Motion passed unanimously (2 - 0).

Public Comment: Ron Luke commented that he lives within the sewer district and is looking to connect his property to the sewer system. Over the years he has owned multiple properties within the district. He currently owns one large parcel at 2876 Fort Ward Hill Road (approximately 4 acres) that he is considering splitting into smaller parcels.

Friends of For Ward Update: Douglas Crist, Chair of Friends of Fort Ward ("FFW"), gave an update to the bakery renovation project. He explained that Park District was going to provide an initial draft of a tri-party agreement involving FFW, the Park District and the Sewer District to help clarify roles and responsibilities of the renovation project.

New Business: Roan Blacker spoke of the upcoming resolution (targeted for the May meeting) to approve the WSHS grant agreement. There was also discussion of the renovation's operating agreement, construction contract, and long-term lease agreement. He commented that the sewer district's project consultant, Tina Gilbert of OTWB, strongly advised the district to hire a lawyer for the construction agreement and lease agreement.

Approval of Minutes: April 12, 2018 regular board meeting – Commissioner Dew moved to approve the minutes of the meeting, and Commissioner Tielman seconded the motion. Motion passed unanimously (2 – 0).

Approval of Vouchers: Commissioner Dew moved to approve vouchers 18-04-01 through 18-04-15. Commissioner Tielman seconded the motion. Motion passed unanimously (2 – 0).

Financial Report: Roan Blacker provided the following handouts that were reviewed by the board: a summary of monthly cash and investment balances, customer account report, monthly financial comparison report, and a year-to-date versus budget analysis.

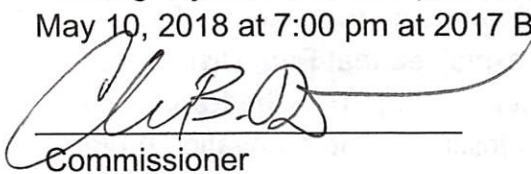
Treatment Plant Report: Treatment plant influent flow, influent testing, and effluent testing graphs were reviewed. The plant continues to operate well within its permit requirements.

Manager's Report: Roan Blacker explained that the WASWD spring conference was held in Yakima April 4-6. He attended and spoke with other sewer districts, different potential vendors, and our counsel John Milne of Inslee Best.

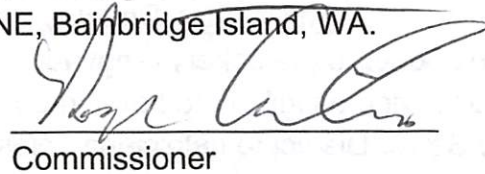
Old Business:

- ILA with City – Since the December 15, 2017 meeting, the city has yet to forward their proposed comments to the district's representative counsel, John Milne of Inslee Best.
- District Excess Property – Roan Blacker explained that the sewer district could either sell the property via auction, a direct negotiated sale, or through a third party (real estate broker). The district must determine that the property is not needed for district purposes, and is required to publish a notice of intention to sell once a week for two consecutive weeks in a newspaper of general circulation in the district.

Meeting adjourned at 8:30 pm. The next regular meeting was scheduled for Thursday, May 10, 2018 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 5/10/2018