

Kitsap Sewer District #7  
July 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. Commissioners Sarah Lee and Roger Tielman, and District Manager Roan Blacker were present. Also present were Douglas Crist of Friends of Fort Ward, and Dan Hamlin and Perry Barret of Bainbridge Island Metropolitan Parks and Recreation District.

Agenda Acceptance: Commissioner Lee proposed to move New Business forward in the agenda, after Friends of Fort Ward Update. Commissioner Dew seconded, and it was approved unanimously ( 3 – 0 ).

Public Comment: no comment

Friends of Fort Ward Update: Douglas Crist unveiled a large sign for the bakery building that will be posted outside the building during its renovation. The sign thanks the project's supporters. He also mentioned that Bainbridge Community Foundation recently increased their support of the renovation by \$7,100, bringing their total contribution to date for the project to \$25,200.

New Business: resolution for the bakery building's long-term lease, and acknowledgment of prevailing wages for the WSHS grant.

- Resolution 2018-10: Bakery Building Long Term Lease – Perry Barret presented the long-term lease for the bakery building between the district and Bainbridge Island Metropolitan Parks and Recreation District. Commissioner Lee moved to have Christopher Dew execute the lease agreement as Board President. Commissioner Tielman seconded the motion. Motion passed unanimously ( 3 - 0 ).
- Sarah Lee stated that prevailing wages is a requirement for the capital expenditures involved with the WSHS grant for the bakery building renovation.

Approval of Minutes: June 14, 2018 regular board meeting – Commissioner Dew moved to approve the minutes of the meeting. Commissioner Tielman seconded the motion. Motion passed unanimously ( 3 – 0 ).

June 19, 2018 special board meeting – Commissioner Dew moved to approve the minutes of the meeting. Commissioner Tielman seconded the motion. Motion passed unanimously ( 3 – 0 ).

Approval of Vouchers: Commissioner Lee moved to approve vouchers 18-07-01 through 18-07-14. Commissioner Dew seconded the motion. Motion passed unanimously ( 3 – 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.

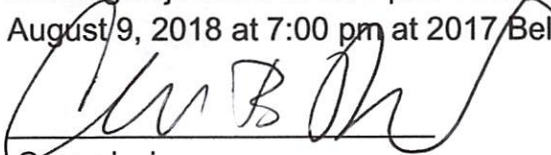
Treatment Plant Report: Treatment plant influent flow, influent testing, and effluent testing graphs were reviewed. The plant continues to operate well within its permit requirements.

Manager's Report: Roan Blacker explained that the City still had not provided their initial comments for the new interlocal agreement, and that the City's ongoing monthly service and new connections billings are still in arrears. Mr. Blacker also stated that both the WSHS grant and the State's Local Records Grant have been executed.

Old Business:

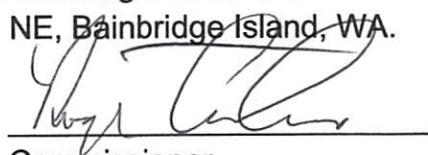
- Sale of Surplus Property – Roan Blacker discussed that an official appraisal would cost between approximately \$1,500 to \$3,000, depending on the scope and purpose of the analysis. Roan said that he would check with WASWD to see if any other districts have sold property recently to ascertain what precedent can be followed.

Meeting adjourned at 8:17 pm. The next regular meeting was scheduled for Thursday, August 9, 2018 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



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Commissioner



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Commissioner



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Commissioner

Date: Aug 9, 2018