

**Kitsap Sewer District #7**  
**August 9, 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 Cheri Thornton of Water and Wastewater Management Services, LLC., the sewer district's treatment plant and collection system operator; and John Milne of Inslee, Best, Doezie & Ryder, P.S., legal counsel.

Agenda Modification: Commissioner Dew proposed to include an Executive Session after Manager's Report to discuss the City of Bainbridge Island's account. The commissioners agreed.

Public Comment: no comment

Friends of Fort Ward Update: no update

Approval of Minutes: August 9, 2018 regular board meeting – Commissioner Lee moved to approve the minutes of the meeting. Commissioner Dew seconded the motion. Motion passed unanimously ( 3 – 0 ).

Approval of Vouchers: Commissioner Lee moved to approve vouchers 18-08-01 through 18-08-12. Commissioner Tielman 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 included the NPDES treatment plant award letter in the meeting packet. He also gave a quick update on the general progress of the sewer district's "file organization" project and related grant. He also reminded the commissioners that a "technology" related records grant was submitted the previous month and that Washington State expects to announce those awards in October.

Executive Session: At this time, John Milne joined the meeting via conference call, and Commissioner Dew moved to enter into an executive session for 15 minutes to address the City of Bainbridge Island's sewer district account. Commissioner Lee seconded. The motion passed unanimously ( 3 – 0 ).

Approximately 15 minutes later the public meeting resumed.


Old Business:

- Sale of Surplus Property – Roan Blacker explained that there was a real estate broker doing business within the community that was potentially interested in assisting the sewer district in appraising the undeveloped lot.

New Business: none

Meeting adjourned at 8:10 pm. The next regular meeting was scheduled for Thursday, September 13, 2018 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.

\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

Date: 9/13/2018