

Kitsap Sewer District #7
October 11, 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. Other people present included the following representatives from Water and Wastewater Management Service, LLC and guests:

- Robert Thurston
- Cheri Thurston
- Terry Hauser
- Matt Quinlisk
- Chris Dinkle
- Farrah Till (guest)
- Jenny Anderson (guest)

Agenda Acceptance: Commissioner Lee moved to accept the agenda with the modification to schedule an executive session after Old Business to discuss the City of Bainbridge Island account. Commissioner Dew seconded. The adopted agenda was passed unanimously (3 – 0).

Public Comment: no comment

Friends of Fort Ward / Bakery Renovation Update: no update

Approval of Minutes: September 13, 2018 regular board meeting – Commissioner Lee moved to approve the proposed minutes of the meeting. Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

October 4, 2018 special board meeting – Commissioner Dew moved to approve the proposed minutes of the meeting. Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

Approval of Vouchers: Commissioner Lee moved to approve vouchers 2018-10-01 through 2018-10-14. 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.

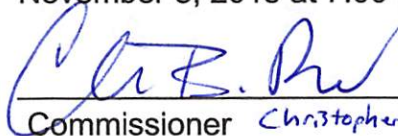
Manager's Report: Treatment Plant Award - Roan Blacker introduced the representatives of WWMS, the contracted company responsible for the district's treatment plant operations. The Commissioners presented them with the duly awarded 2017 Outstanding Wastewater Treatment Plant Award. This honor is given by the State of Washington's Department of Ecology to the top municipal wastewater treatment plants based on effluent limits, submittals, and overall plant compliance.

WASWD Special Meeting Representation - At the September 2018 conference there was not the necessary quorum to officially conduct WASWD business, including approving the organization's 2019 annual budget and electing new officers and board members. As a result, a special WASWD meeting was scheduled for October 22, 2018 to accomplish these business items. Roan Blacker presented a letter to the district that, once signed by the district secretary, would give him the authority to represent KCSD7 at the special meeting. Sarah Lee moved to approve signing the letter, and Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

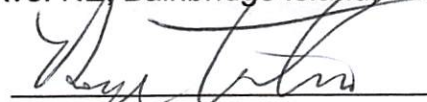
Old Business: Sale of Surplus Property – Roan Blacker summarized the three real estate broker letters of valuation for the district's surplus property (parcel #4147-003-001-00009). The valuation range extended from \$125,000 to \$160,000. The commissioners proposed that Roan contact MSRC, WASWD or a legal firm to clarify the required regulations and best practices by which to sell this property. Roan agreed and stated that he would follow up with the commissioners at the next meeting.

Executive Session: Commissioner Dew proposed to move into executive session for 45 minutes to review and discuss the memorandum proposed to be sent to the City of Bainbridge Island regarding the city's account and its proposal on initiating new connection fees and monthly sewer charges. Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

Meeting adjourned at 8:27 pm. The next regular meeting was scheduled for Thursday, November 8, 2018 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner Christopher B. Dew



Commissioner

Commissioner

Date: 11/8/2018