

Kitsap Sewer District #7
January 10, 2019 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.

Agenda Acceptance: Commissioner Lee moved to accept the agenda as presented. Commissioner Tielman seconded. The agenda was passed unanimously (3 – 0).

Public Comment: no comment.

Friends of Fort Ward / Bakery Renovation Update: The January 8th email from Tina Gilbert was provided for review, and addressed the work necessary to restore the roof, removing the heating oil tank, excavating and removing the larger military era tank by the Army Corp or Engineers, and other updates to the restoration from Douglas Crist. Roan Blacker stated that the second reimbursement request for the WSHS historical restoration grant should be submitted by the end of the month.

Approval of Minutes: December 8, 2018 regular board meeting – Commissioner Lee proposed to modify the minutes to clearly include the board’s executive session taken during the December meeting. Commissioner Dew moved to approve the modified proposed minutes of the meeting. Commissioner Lee seconded the motion. Motion passed unanimously (3 – 0).

Approval of Vouchers: Commissioner Dew moved to approve the \$23,363.31 of vouchers 2019-01-01 through 2019-01-10. Commissioner Dew seconded the motion. Motion passed unanimously (3 – 0). Commissioner Lee presented and moved to approve a \$852.50 invoice from AGO Land Surveying (voucher 2019-01-11) for bakery restoration related work. 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. A new report was presented that summarizes the monthly activity for each fund.

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. Bob Thurston was present and able to answer question from the commissioners.

Manager's Report: The modified 2019 operating and 2019-2023 capital budget were presented by Roan Blacker that properly reflected the estimated expenditures on the collection system.

Old Business:

Sale of Surplus Property – Roan Blacker presented historical information on the Sewer District's surplus property, including the \$60,000 purchase price in 2001, and subsequent attempts at selling the property since then. Roan is working with Kay Brossard (lawyer at Inslee Best) on the "Invitation for Bid for Surplus Real Property" and is targeting a bid in the first half of March.

City of Bainbridge Island Account – the City has yet to respond to the Sewer District's request for mediation over the disputed approximate \$2,000 of unpaid monthly service fees and \$5,000 of penalties on late paid connection fees.

New Business: - no activity

Meeting adjourned at 7:50 pm. The next regular meeting was scheduled for Thursday, February 14, 2019 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 2/14/2019