

Kitsap Sewer District #7
February 14, 2019 Regular Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:03 pm by Commissioner Sarah Lee. Commissioner Roger Tielman and District Manager Roan Blacker were present. Commissioner Chris Dew was excused.

Agenda Acceptance: Commissioner Tielman moved to accept the agenda as presented, but with the flexibility to enter into a 30-minute Executive Session when John Milne of Inslee Best became available to join the meeting by phone. Commissioner Lee seconded. The agenda was approved unanimously (2 – 0).

Public Comment: no comment.

Discussion of Recent Sewage Spill: Plant Manager Bob Thurston discussed the February 2nd sewage spill caused by the pump station shutdown. He also described the steps being taken to avoid this event from occurring again (including, but not limited to, building an additional back up control system, and weekly checking the pumps' mechanical and electrical systems). The commissioners discussed procedural communication steps they would like taken with potential future spills. These steps included the immediate notification to commissioners, quick notifications on the district website and select social media postings.

Friends of Fort Ward / Bakery Renovation Update: no update provided.

Approval of Minutes: January 10, 2019 regular board meeting – Commissioner Lee moved to approve the proposed minutes of the meeting. Commissioner Tielman seconded the motion. Motion passed unanimously (2 – 0).

EXECUTIVE SESSION: At 7:45 PM, John Milne of the law firm Inslee Best joined the meeting by phone; and, Commissioners Lee and Tielman declared a suspension of the regular board meeting to enter into a 30-minute Executive Session (for legal discussion purposes). At 8:10 PM, Commissioners Lee and Tielman ended the executive session and resumed the regular board meeting.

Approval of Vouchers: Commissioner Tielman moved to approve the \$77,822.49 of vouchers 2019-02-01 through 2019-02-14. Commissioner Lee 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, a monthly activity statement summarizing each fund, a monthly revenue and expenditure comparison report, a year-to-date versus budget analysis, and a summarized customer receivable report.

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: no report.

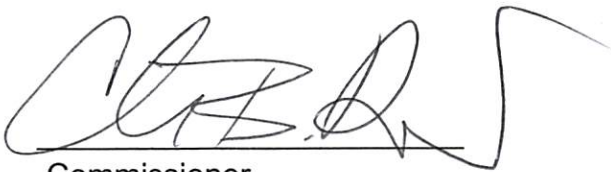
Old Business:

Sale of Surplus Property – Roan Blacker explained that the broker valuation letters obtained last Fall to determine the floor auction price would require that the bidding take place no later than March 12, 2019. Commissioners Lee and Tielman discussed the potential bidding process and determined that the District obtain new valuation letters so that the sale could take place in the late Spring or Summer.

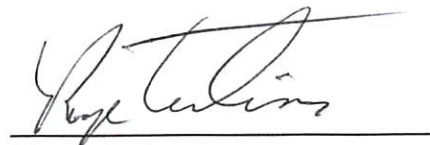
City of Bainbridge Island Account – the City has yet to respond to the Sewer District's request for mediation over the disputed approximate \$2,000 of unpaid monthly service fees and \$5,000 of penalties on late paid connection fees.

New Business: - no activity

Meeting adjourned at 8:24 pm. The next regular meeting was scheduled for Thursday, March 14, 2019 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 3/14/2019