

Kitsap Sewer District #7
April 11, 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 Chris Dew. Commissioners Roger Tielman and Sarah Lee, and District Manager Roan Blacker were present.

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

Public Comment: no comment.

Bakery Renovation Update: Information in the meeting packet included a project update by Douglas Crist of Friends of Fort Ward (FFW). The update included identifying the need to remediate and clean the contaminated soil from the old oil tank that heated the building. Since this activity represented a “contaminated” issue similar to the building’s previous asbestos testing and removal, the Commissioners determined that the District would directly pay for this work.

A proposed contract to clean the contaminated soil by CNR Tank was presented to the District earlier in the day. The Commissioners discussed the proposal and agreed that they would need further information before accepting it. With all of the Commissioners’ consent, Commissioner Dew agreed (a) to discuss the proposal with Tina Gilbert (the District’s representative project manager for the bakery renovation) to better understand the proposed work and cost involved, and (b) to approve the proposal on behalf of the Commissioners if the discussion met to his satisfaction.

Approval of Minutes: March 14, 2019 regular board meeting – Commissioner Lee moved to approve the proposed minutes of the meeting. Commissioner Dew seconded the motion. Motion passed unanimously (3 – 0).

Approval of Vouchers: Commissioner Dew moved to approve the \$30,416.90 of vouchers 2019-04-01 through 2019-04-15. Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

Financial Report: Roan Blacker reviewed the following information that was included in the meeting packet: 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 recent fire inspection was also provided. The plant continues to operate well within its permit requirements, and all items identified in the fire inspection needing attention are being addressed by the treatment plant staff.

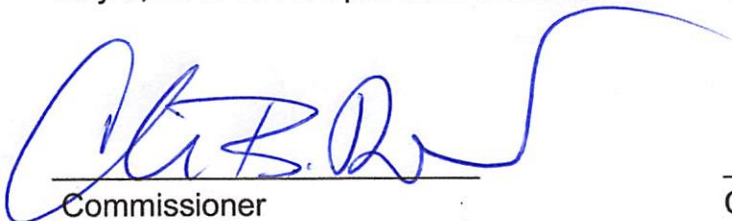
Manager's Report: Roan Blacker discussed the District customers with significant outstanding account balances. He explained that the District had 14 customers with an account balance greater than five months in arrears. Of these customers, three had District liens recorded on their property, one had an agreed upon and documented District repayment plan, another had recent positive communication between the District and property's owner and renter, and the remaining nine had been recently sent certified letter from the District.

Old Business: District Counsel Email Response to City – this email response to the City was included in the meeting packet. Because of the lack of progress in receiving information and amounts due pursuant to the Interlocal Agreement between the District and the City, the District is notifying the City that it will seek to demand arbitration if the City does not agree to mediation.

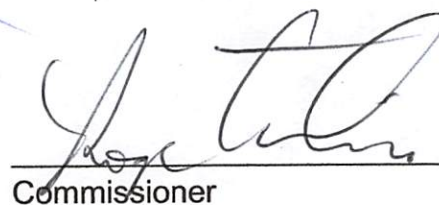
Public Records Request - the meeting packet included the District's public records request to the City of Bainbridge Island for information on sewer connections within the South Island Sewer System since April 1, 2014 for which the district's treatment plant receives and processes wastewater. The city had stated that it will provide its response on May 10, 2019.

New Business: None.

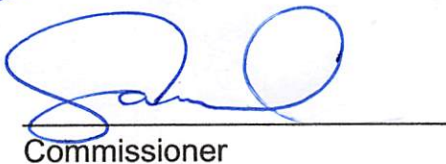
Meeting adjourned at 7:56 pm. The next regular meeting was scheduled for Thursday, May 9, 2019 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner



Commissioner

Date: 6/13/19