

Kitsap Sewer District #7
August 15, 2019 Special Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:00 pm by Commissioner Chris Dew. Commissioner Roger Tielman and District Manager Roan Blacker were present, and Mr. John Milne, legal counsel from Inslee Best, participated by phone. Commissioner Sarah Lee was excused.

Agenda Acceptance: Commissioner Dew moved to accept the agenda as proposed and Commissioner Tielman seconded the motion. The agenda was approved unanimously (2 – 0).

Old Business: City of Bainbridge Island

Public Records Request - Roan Blacker discussed the public records request filed by the District to the City of Bainbridge Island for important sewer connection information required under the interlocal agreement. Unfortunately the information provided by the City to date has been incomplete. Below is a summary of the request's timing.

March 28, 2019	KCSD7 public records request received by COBI.
April 3, 2019	COBI responded that it needs time gather the information.
May 9, 2019	first installment of records provided.
June 19, 2019	second installment of records provided.
July 9, 2019	third installment of records provided.
August 14, 2019	fourth installment of records provided.
September 10, 2019	final installment, if any, due to be provided.

Lack of Connection Notification - Roan Blacker discussed the City's non-performance under the interlocal agreement by not timely notifying the District of new connections made in the Lynwood Center area that are connected to the treatment plant. Under the agreement the City is required to notify the District prior to such connections are made, and to pay the District within 30 days of such connections. In the past year the City has been more than a year late in notifying and paying for connections made.

Unfortunately, such poor communication and contract breaches have continued by the City. Earlier this Summer, Mr. Blacker inquired the City about several properties that had their sewer connected, but the District had not yet been notified by the City. After no response for several weeks (and follow up inquiries) the City responded in August that 1.0 of the ERU's in question had been connected on November 15, 2018, and 16.2 other ERU's in question had been connected earlier in the year from April 1, through July 1, 2019.

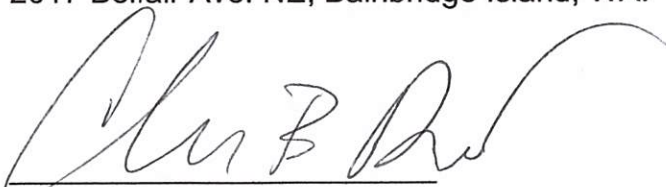
Amounts Owed by the City - Roan Blacker reviewed the City's outstanding connection and service charges. The City currently owes the District nearly \$43,000 in underpaid connection charges, and had occurred approximately \$8,600 in late connection fee penalties. Furthermore, unpaid and penalized sewer service fees account for additional thousands of dollars.

Executive Session:

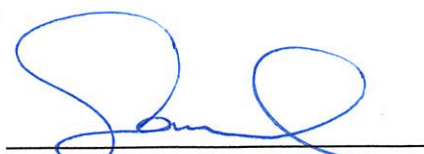
At 7:30 PM Commissioner Dew moved to enter into a 30 minute executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) regarding the City of Bainbridge Island's connection charges and service payments.

At 8:00 PM the executive session ended and the commissioners reconvened with the District's special meeting.

Adjourned: The meeting adjourned at 8:00 pm. People present were reminded that the next regular meeting is scheduled for Thursday, September 12, 2019 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 10/11/2019