

Kitsap Sewer District #7  
December 12, 2019 Regular Meeting Minutes  
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:09 pm by Commissioner Chris Dew. Commissioner Roger Tielman and District Manager Roan Blacker were present. Commissioner Sarah Lee was excused.

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

Public Comment: no comment.

Approval of Minutes: November 14, 2019 regular board meeting – Commissioner Tielman moved to approve the proposed minutes of the meeting. Commissioner Dew seconded the motion. Motion passed unanimously ( 2 – 0 ).

Approval of Vouchers: Commissioner Dew moved to approve the \$35,125.88 of vouchers 2019-12-01 through 2019-12-15. Commissioner Tielman seconded the motion. Motion passed unanimously ( 2 – 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 plant continues to operate well within its permit requirements.

Manager's Report:

King County Franchise Case – Earlier in the month, the Washington Supreme Court issued its decision that the County has legal authority to charge franchise compensation, and that such compensation is not a tax. This case may set precedent for Washington municipalities to charge franchise compensation for “right of way” on public roads and spaces.

Bakery Renovation Project - Roan Blacker reported that he, David Schingeck of the Washington State Historical Society, Douglas Crist of Friends of Fort Ward, and Tina Gilbert (the District's project manager for the bakery renovation) met Friday morning on November 23<sup>rd</sup> for a walk through inspection of the bakery project. David's key review

points were that (a) the qualifying expenditures for the WSHS grant had been expended on the project, and (b) there is a plan/design for the permanent acknowledgement for WSHS funding and the ongoing interpretive element. As a result of the inspection, David was satisfied that the expenditure requirements had been met. And, once WSHS is satisfied with the acknowledgement signage and interpretive element of the project, the District's \$4,462 hold back will be released and the grant funding will be complete.

2020 Operating Budget – Roan Blacker presented the proposed District 2020 operating budget. It had been in previously at the November regular board meeting, and few changes had been proposed or made. Commissioner Dew moved to adopt the \$457,476 budget of operational expenditures. Commissioner Tielman seconded the motion. Motion passed unanimously ( 2 – 0 ).

Old Business: COBI Connection Fee Delinquent Balance – On December 11<sup>th</sup> the District received a proposal by the City of Bainbridge Island to satisfy its late and delinquent balance of connection charges, to prepay all remaining unpaid connections, and to make select changes under the interlocal agreement. Commissioner Lee and Roan Blacker will be conferencing with our counsel to review the proposal and formulate a proposed response.

New Business: New Commissioner Alicia Arter – The Kitsap County Auditor certified the Fall's general election results on Tuesday, November 26<sup>th</sup>. Alicia Arter won the election and will be replacing Roger Tielman as Commissioner (Position 1) effective January 1, 2020. Also, Roan Blacker explained that WWMS, the District's treatment plant and collection system service provider, is requesting their monthly payment within the first 10 days of the month so that they can timely pay the personnel running the plant and system. The commissioners discussed different strategies on how to affect this, and decided to continue this discussion at the next board meeting.

Meeting adjourned at 8:00 pm. The next regular meeting was scheduled for Thursday, January 9, 2020 at 7:00 pm at 2017 Belfair Ave. NE, Bainbridge Island, WA.

  
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Commissioner

  
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Commissioner

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Date: 1/9/2020