

KITSAP COUNTY SEWER DISTRICT NO. 7
Minutes of Meeting
June 9, 2011

The meeting was called to order by President Sarah Lee at 7:05 p.m. Those in attendance were Commissioners Lee, Chris Dew and Roger Tielman; Engineer Mike Yuhl and Manager Colleen Yuhl.

Minutes of the April 23, 2011 special meeting and the May 12, 2011 meeting were approved.

Vouchers 11-6-1 through 11-6-11 were approved for payment.

Financial Report

Colleen Yuhl passed out the financial reports for May 2011. She also pointed up that she has revised the reports to provide each month on the same sheet, and has broken down some of the budget categories in anticipation of more detail for the tax reports. She also provided a report for 2010 with each month's income and expenses shown.

Old Business

1. **Web Page** – Chris Dew reported that we had had a number of “hits” on our new web page. A fluorescent sticker was placed on all the billing envelopes in May announcing the new website and it will be listed on the invoices from now on.
2. **Department of Revenue Meeting** – Colleen Yuhl reported that a meeting has been set up for Wednesday, June 15th, with Jeff Heyel from DOR to go over the categories and how to figure our taxes. Roger Tielman made a motion to authorize Sarah Lee to send a letter to the Department of Revenue requesting waiver of penalties because the District, in working with the Department of Revenue, has not been afforded the time that other taxpayers have had to file their taxes. Seconded by Chris Dew and passed unanimously.

There was some discussion as to what is needed for the meeting. Mike Yuhl will prepare a map of the District's sewers, look over the statute, and figure out what categories that the sewers fit in. Sarah Lee & Colleen Yuhl will meet with Mr. Heyel.

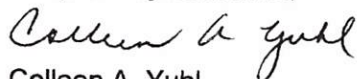
3. **City of Bainbridge Island Surface Water Assessment** – Mike Yuhl passed out copies of the proposed protest application and documentation, and gave an explanation of the approach. After some input from the Commissioners, Mike Yuhl was directed to complete the paperwork and file the protest with the City.
4. **Unclaimed Money** – Chris Dew asked if we had received the refund from the City from the class action suit for overcharging on building permits. Colleen Yuhl contacted the attorney who is collecting and issuing the checks, but no money has been received yet.

New Business

1. Cowan Emails – Mike Yuhl explained about Developer's Extension Agreements, and specifically he discussed the sewer that serves the Cowans and 4 other lots. He had received all the correspondence. There was no Reimbursement Agreement filed by the Developer. Mike Yuhl will respond to Mr. Cowan's letter.
2. Resolution on Wire Transfers – Because the payment of taxes to the State Department of Revenue will need to be accomplished by wire transfers, rather than a voucher and a check, Colleen Yuhl proposed that a resolution directing this process be adoption. Chris Dew moved to adopt Resolution 2011-1, authorizing the electronic transfer of funds for payment of Business & Occupation and/or Excise Taxes to the State Department of Revenue. Seconded by Roger Tielman and passes unanimously.
3. Response to Complaint about Tenant's Dogs – In response to a call and an email from a neighbor regarding the barking dogs at the District's rental property, Colleen Yuhl called the property manager and she said she would take care of it.
4. Maintenance of Lot – Colleen Yuhl was instructed to call the person who mowed the District's lot last year and ask him to come and cut the grass.
5. Park District/Bakery Building – Sarah Lee reported that she had been in informal conversations with members of the Park District regarding the bakery building, which the District owns. The Park District may be interested in working with us in some of our future plans for the building. It was agreed that Sarah Lee should keep open a dialogue with them.

The meeting was adjourned at 8:54 p.m.

Respectfully submitted,



Colleen A. Yuhl
District Manager

