

**KITSAP COUNTY SEWER DISTRICT NO. 7**  
**Minutes of Meeting**  
**October 13, 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.

The minutes of the September 8, 2011 meeting were approved.

Vouchers 11-10-1 through 11-10- 11 were approved for payment.

Financial Report – Colleen Yuhl passed out the Financial Report for September. She suggested to the Commissioners that, after serving on the Fraud Prevention Committee for the Water & Sewer Risk Management Pool, she felt it would be prudent for the Commissioners to appoint one of them to be an “acting treasurer”. This person would review the expenses more closely and work with the Manager to make recommendations regarding any financial issues. Roger Tielman volunteered to assume that responsibility.

Old Business

1. Response to City Request re Sewer Assessments on City Lots – Colleen Yuhl reported that she had written a letter to the City explaining that we cannot forgive ULID assessments. She also enclosed a copy of the District’s Resolution #99-13 which explains the District process for transferring these sewer connections to other properties within the District. There has been no other response from the City.
2. ULID #1 Loan Status – The Commissioners reviewed the status of the ULID #1 account. There are currently sufficient funds in the ULID account to pay off the loan. Because of early payments by some property owners, the District was able to collect interest on the money which was prepaid at a higher rate than the interest on the loan. That, plus the 1% extra interest allowed by law for administering the fund, there will be additional funds to be received from that account. Colleen Yuhl will prepare a resolution to pay off the loan by December 1, 2011 and direct any remaining ULID funds to be deposited to the District’s capital improvements account.
3. Refund of Building Permit Fee Overpayment – A check for \$143.50 was received from the attorney administering the settlement fund for the City of Bainbridge Island.

New Business

1. Request for Treatment Plant Tour – Chris Dew reported that a teacher from Bainbridge High School had requested a tour of the treatment plant for him and his students from his environmental class. Chris spoke with the teacher and there would be 33 students. After some discussion, the Commissioners determined that we do not have sufficient safety equipment, nor is the plant


set up to tour that number of people. Chris Dew will contact the teacher and suggest that they contact the City of Bainbridge Island, which has a larger plant and sufficient personnel.

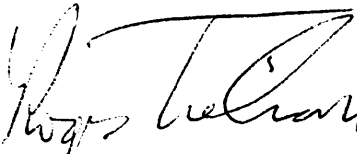
2. Budget Planning - Colleen Yuhl indicated that she would prepare a proposed budget for 2012. She has asked Bob Thurston to prepare a list of needs for the treatment plant so this can be included in the budgeting.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

  
Colleen A. Yuhl  
District Manager

  
President



  
Comm. Member