

KITSAP COUNTY SEWER DISTRICT NO. 7
Minutes of Meeting
August 8, 2013

The meeting was called to order by President Chris Dew at 7:06 p.m. Those in attendance were Commissioners Dew, Roger Tielman, and Sarah Lee; Engineer Mike Yuhl and Manager Colleen Yuhl.

The minutes of the July 11, 2013 were approved.

Vouchers 13-8-1 through 13-8-10 were approved for payment.

Financial Reports – Colleen Yuhl distributed the preliminary reports for July 2013. There were no unusual expenditures.

Old Business

1. Soundview Duplexes – Colleen Yuhl reported that she had sent letters to the duplex owners on Soundview, who possibly have two living units and are only paying one sewer service charge. Colleen Yuhl will research how to handle the past due amount owed by these properties.
2. Housing Kitsap – Colleen Yuhl indicated the Bill of Sale for the sewer extension on Soundview Ave. N.E. from Robertson to Kitsap, which was built by the Kitsap County Consolidated Housing Authority (now called Housing Kitsap) had not been previously approved and accepted by the District's Commissioners. Sarah Lee moved to accept and approve the Bill of Sale from Housing Kitsap and authorize President Chris Dew to sign the document. Seconded by Roger Tielman and passed unanimously.
3. Status of Manhole Locations – Mike Yuhl reported that the manholes had been located, except for a few that they need to continue digging for. After this is completed, he will be photographing the manholes' physical locations and their GPS coordinates to be placed in electronic files.


New Business

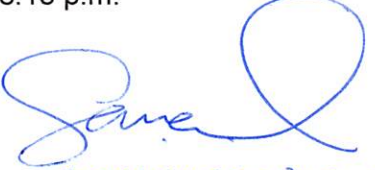
1. Capital Improvement Plan – The City of Bainbridge Island contacted Colleen Yuhl about the District's Capital Improvement Plan for the next 5 years. The Commissioners will have a Study Session on August 17th to discuss this and other issues. This generated some discussion on the Interlocal Agreement with the City and the reports the District should be receiving. Colleen Yuhl will bring the Interlocal Agreement and the information on connections that she received from the City to the next meeting.

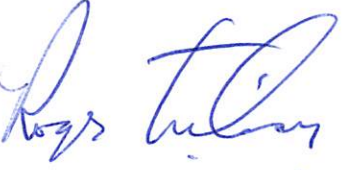
The next meeting will be held on Thursday, September 12, 2013 at 1948 Parkview Drive N.E.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,


Colleen Yuhl
District Manager


Commissioner


Commissioner


Commissioner