

KITSAP COUNTY SEWER DISTRICT NO. 7
Minutes of Meeting
February 13, 2014

The meeting was called to order by Commissioner Roger Tielman at 7:02 p.m. Those in attendance were Commissioners Tielman and Sarah Lee; Engineer Mike Yuhl; Manager Colleen Yuhl; and guests Aila Ikuse, Kate Merifield and Erik Appleberry. Commissioner Chris Dew was excused.

Sarah Lee requested that the Agenda be adjusted to allow the representatives from the Fort Ward Youth Advisory Board to make a presentation.

The minutes of the January 9, 2014 meeting were approved.

Vouchers 14-2-1 through 14-2-14 were approved for payment.

Sarah Lee introduced the Youth Advisory Board members and asked them to give the board members a synopsis of their actions regarding the bakery project.

They first created a mission statement. Since the District's January meeting, they have met with Rick Chandler, the Curator of the Historical Museum; Dana Weber of the Parks Foundation; and Jim Chapel regarding fund raising. These youth are exploring ways to help the neighborhood in applying for grants, and ideas for fund raising in an effort to raise the funds needed to have a community center in a portion of the Bakery Building. They will also be speaking with Rotary in the next month to explore how they may participate.

Roger Tielman thanked these young people for their initiative and hard work that they are putting into this, and asked them to keep us apprised of their efforts.

Financial Report – Colleen Yuhl passed out the year end financial reports for 2013 and the January financial reports. The District took in \$11,251 more than budgeted for 2013 and spent \$24,658 less than budgeted. Roger Tielman moved to transfer the excess \$35,909 from the District's Operating Account to its Capital Account. Seconded by Sarah Lee and passed unanimously.

Old Business

1. Bakery Building – Sarah Lee reported that she is in contact with the Parks District and they are in the process of evaluating costs for improving the building before any decision is made as to their interest in pursuing some kind of a working relationship with the District for the use of the building.
2. Job Descriptions – There was some discussion about the job descriptions that Sarah has been working on. Mike Yuhl will talk with Bob Thurston about developing a maintenance plan for the plant and equipment, so that the Commissioners can develop a long term Capital Replacement Plan.
3. Soundview Sewers – Sarah Lee moved to adopt Resolution 2014-~~7~~ adopting a policy for the collection of sewer fees that have been previously unbilled. Motion

was seconded by Roger Tielman and passed unanimously. Colleen Yuhl was asked to contact any District customers who are affected by this policy.

New Business

There was no new business.

The next meeting will be held on Thursday, March 13, 2014 at 7 p.m. at 1948 Park View Drive N.E.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,



Colleen Yuhl
District Manager



Commissioner