

Kitsap Sewer District #7
January 9, 2020 Regular Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:04 PM by Commissioner Chris Dew. Commissioner Alicia Arter and District Manager Roan Blacker were present, and Commissioner Sarah Lee participated by telephone.

Agenda Acceptance: Commissioner Dew moved to accept the agenda as presented with the provision that the executive session will start at approximately 7:30 PM. Commissioner Arter seconded, and the agenda was approved unanimously (3 – 0).

Public Comment: no comment.

Approval of Meeting Minutes: Commissioner Dew moved to approve the following:

- December 12, 2019 regular meeting minutes, and
- December 30, 2019 special meeting minutes.

Commissioner Arter seconded the motion, and the motion passed (3 – 0).

Approval of Vouchers: Commissioner Dew moved to approve the \$23,570.56 of vouchers 2020-01-02 through 2020_01_15. Commissioner Arter seconded the motion and the motion passed unanimously (3 – 0).

Commissioner Arter moved to approve voucher 2020_02_01 representing January's work to be performed by the contracted treatment plant manager, Water and Wastewater Management Services, LLC ("WWMS"). This motion is dependent on the Manager only executing and processing the voucher after such work is performed. Commissioner Dew seconded the motion and the motion was approved unanimously (3 – 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.

Executive Session: At 7:30 PM the District Counsel Christopher Pirnke of Inslee Best joined the meeting by telephone, and Commissioner Dew moved to enter into a 30

minute executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) relating to the City of Bainbridge Island's connection charges and service payments.

The executive session was extended for one additional 10-minute period through a public announcement made by Commissioner Chris Dew.

At 8:10 PM the executive session ended and the commissioners reconvened with the District's regular meeting.


Manager's Report: Roan Blacker announced that he and Bob Thurston of WWMS would be reviewing and updating the District's 5-year capital plan to be presented at the next board meeting. Also, the Commissioners discussed the need to create an operating agreement for the long-term lease with Bainbridge Island Metro Park & Recreation District relating to the District's historical bakery building. Commissioner Arter agreed to lead this effort.

Additionally, Roan Blacker explained that the outstanding Washington State Historical Society grant will be fully funded once the permanent signage acknowledging the society's funding is displayed and the interpretative educational element is set up.

Old Business: No old business was presented.

New Business: The commissioners discussed the proposed tolling agreement provided by District Counsel Christopher Pirnke of Inslee Best and included in the meeting packet. Commissioner Dew moved to authorize the District Manager to execute the proposed tolling agreement, subject to the executed agreement being substantially in the form as provided by Mr. Pirnke, and Commissioner Lee has the opportunity to review it prior to signing. Commissioner Arter seconded the motion, and the motion was approved unanimously (3 – 0).

Adjourn: The meeting adjourned at 8:20 PM. The next regular meeting was scheduled for Thursday, February 13, 2020 at 7:00 PM at 2017 Belfair Ave. NE, Bainbridge Island, WA.


Commissioner


Commissioner


Commissioner

Date: 4/15/2020