

Kitsap Sewer District #7
March 12, 2020 Regular Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:03 PM by Commissioner Chris Dew. Commissioners Sarah Lee and Alicia Arter, and District Manager Roan Blacker were present.

Due to the Corona Virus situation on Bainbridge Island and throughout the region, a streamlined agenda was proposed to address essential business of the District and review the key monthly reports. Also, the Commissioners participated in the meeting by telephone.

Agenda Acceptance: Commissioner Dew moved to accept the agenda as presented. Commissioner Lee seconded, and the agenda was approved unanimously (3 – 0).

Public Comment: no comment.

Approval of Meeting Minutes: The January 9, 2020 and February 13, 2020 proposed meeting minutes were presented. Commissioner Dew moved to accept the meeting minutes as presented, and Commissioner Lee seconded. The meeting minutes were approved unanimously (3 – 0).

Approval of Vouchers: Commissioner Arter moved to approve the \$16,772.63 of vouchers 2020-03-02 through 2020_03_13. Commissioner Dew seconded the motion and the motion passed unanimously (3 – 0).

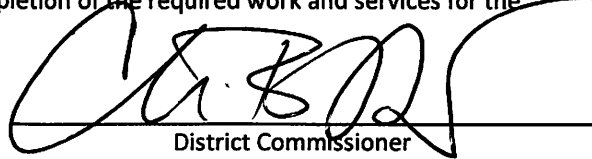
Commissioner Dew moved to approve voucher 2020_04_01 representing March's work to be performed by the contracted treatment plant manager, Water and Wastewater Management Services, LLC ("WWMS"). This motion is dependent on the Manager only executing and processing the voucher after such work is performed. 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: Bob Thurston presented the treatment plant influent flow, influent testing, and effluent testing graphs. The plant continues to operate well within its permit requirements.

Kitsap County Sewer District #7
9705 NE Evergreen Ave, Bainbridge Island, WA 98110

As of the 9th day of April, 2020, we the undersigned Board of Commissioners of Kitsap County Sewer District #7 of Kitsap County, Washington do hereby authorize the District Manager to certify that the merchandise or service hereinafter specified have been received. Voucher number 2020-05-01 shall be paid from the Maintenance Fund based upon the completion of the required work and services for the period of April, 2020.


District Commissioner

District Commissioner

District Commissioner

I, the undersigned do hereby certify, under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due, and unpaid obligation against the Kitsap County Sewer District #7, and that I am authorized to authenticate and certify to said claim.



District Manager

Voucher #	Vendor	Comments *	\$ Amount
1. 2020_05_01	WWMS, LLC	Professional Plant Services	<u>10,110.00</u>
			<u>10,110.00</u>