

Kitsap Sewer District #7
August 13, 2020 Regular Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:05 PM by Commissioner Chris Dew. Commissioner Alicia Arter and District Manager Roan Blacker were present. Due to the coronavirus outbreak, the meeting was held via Zoom. Commissioner Sarah Lee joined the meeting prior to the approval of meeting minutes.

Agenda Acceptance: Commissioner Dew moved to accept the agenda. Commissioner Arter seconded, and the agenda was approved unanimously (2 – 0).

Public Comment: No comment.

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

Approval of Vouchers: Commissioner Lee moved to approve the \$70,988.35 of vouchers 2020-08-02 through 2020_08_14. Commissioner Dew seconded the motion and the motion passed unanimously (3 – 0).

Commissioner Lee moved to approve voucher 2020_09_01 for \$10,110.00 representing August'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 Arter seconded, 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 presented. The plant continues to operate well within its permit requirements.

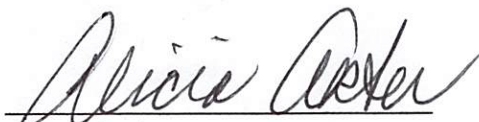
Manager Report: Mr. Blacker informed the Commissioners that Washington State Governor Inslee extended his emergency proclamation due to COVID-19 to prohibit the charging of late fees on water service through October 15, 2020.

Executive Session: At 7:33 PM Chris Pirnke of Inslee Best joined the meeting by Zoom and Commissioner Dew moved to enter into a 15-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 an additional 10-minute period through a separate public announcement made by Commissioner Chris Dew. At 7:58 PM the executive session ended and the public meeting reconvened.


Old Business: Commissioner Arter stated that she had not heard from Denise Philby since the July board meeting regarding her property's potential connection to the Bakery Building's new storm water system. Commissioner Lee announced that the Bakery Building's renovation was nearly complete, needing only a few remaining work items including: installing the kitchen sink, putting up smoke detectors, and some interior painting. And, Roan Blacker stated that references for Pape & Sons Construction were reviewed and the District executed a contract to work with the company for the Water Re-Use Pump project.

New Business: no new business was discussed.

Adjourn: The meeting adjourned at 8:15 PM. The next regular meeting was scheduled for Thursday, September 10, 2020 at 7:00 PM at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 8/14/2020