

Kitsap Sewer District #7
July 8, 2021 Regular Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:06 PM by Commissioner Chris Dew. Commissioner Alicia Arter and District Manager Roan Blacker were present. Commissioner Sarah Lee was excused. Due to the coronavirus outbreak, the meeting was held via Zoom.

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

Public Comment: No comment.

Bakery Renovation Update: Commissioner Arter explained that Port Madison Hardwood stated that the wood flooring has recovered from the flood sustained during the January rains. And, the Parks District stated that no sanding of the floor would be necessary at this time.

Approval of Meeting Minutes: Commissioner Dew presented the June 10, 2021 meeting minutes and Commissioner Arter seconded. The meeting minutes were approved unanimously (2 – 0).

Approval of Vouchers: Commissioner Dew moved to approve the \$20,028.27 of vouchers 2021-07-02 through 2021-07-13. Commissioner Arter seconded the motion, and the motion passed unanimously (2 – 0).

Commissioner Dew moved to approve voucher 2021-08-01 for \$10,414.00 representing July's work to be performed by the contracted treatment plant managing firm, Water and Wastewater Management Services, LLC ("WWMS"). This motion is dependent on the District Manager executing and processing the voucher only after such work is performed. Commissioner Arter seconded, and the motion was approved unanimously (2 – 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: Roan Blacker reported that Governor Inslee extended the State's utility moratorium to September 30, 2021; and, that the state has exempted recorded lien charges for Sewer Districts from all housing surcharges. Effective in late July, Kitsap County document recording fees for the District will be \$18 for the first page.

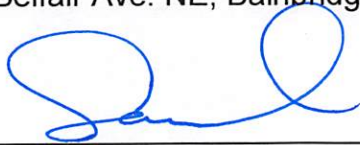
Old Business: The commissioners discussed the future potential usage of electronic and other alternative signatures for District business. The attending commissioners determined to postpone any specific action on this topic for a later time when all commissioners could be present.

New Business: no new business was discussed.

Adjourn: The meeting adjourned at 7:49 PM. The next regular meeting is scheduled for Thursday, August 12, 2021 at 7:00 PM at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: 8/12/2021