

Kitsap Sewer District #7
August 12, 2021 Regular Meeting Minutes
Location: 2017 Belfair Ave. NE, Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:00 PM by Commissioner Sarah Lee. Commissioner Alicia Arter and District Manager Roan Blacker were present. Commissioner Chris Dew was excused. Due to the coronavirus outbreak, the meeting was held via Zoom.

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

Public Comment: No comment.

Bakery Renovation Update: None presented

Approval of Meeting Minutes: Commissioner Arter moved to accept the July 8, 2021 Meeting minutes and Commissioner Lee seconded. The meeting minutes were approved unanimously (2 – 0).

Approval of Vouchers: Commissioner Lee moved to approve the \$17,217.71 of vouchers 2021-08-02 through 2021-08-12; and, an additional 2021-08-13 voucher to reimburse Commissioner Arter \$128.00. Commissioner Arter seconded the motion, and the motion passed unanimously (2 – 0).

Commissioner Arter moved to approve voucher 2021-09-01 for \$10,414.00 representing August'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 Lee 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 two new parcels were connected to the City's South Island Sewer System (SISS) at 4853 and 4855 Dotson Loop. All properties connected to SISS are treated by the District's wastewater plant, and the City timely communicated these connections to the District. Roan Blacker also reported that a Texas real estate company proposed an unsolicited offer to purchase the District's parcel # 102402-1-005-2007 that is located behind the treatment plant. The commissioners discussed the proposal and determined to not entertain the offer at this time.

Old Business: The commissioners discussed the potential adoption of using electronic and other alternative signatures in the District's official course of business, and decided to revisit a board resolution and policy adopting such usage at the next meeting.

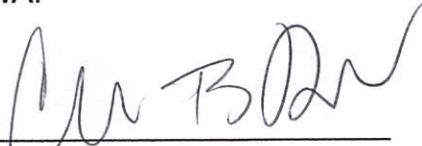
New Business: Roan Blacker explained that a new bill was passed by the state legislature this year (SB5432) that requires all state and local governments enter into a continuous data share agreement (DSA) with the State of Washington. Previously DSAs for small special purpose corporations, such as the District, were only entered into during the review period of a state audit. Moving forward, a DSA is intended to be continuously in effect as it relates to the electronic and physical information shared with the State, and the privacy of such information.

After the Commissioners reviewed and discussed the proposed DSA, Commissioner Lee moved to authorize President Chris Dew to execute the DSA with the Office of the Washington state Auditor on behalf of the District. Commissioner Arter seconded, and the motion was approved unanimously (2 – 0).

Roan Blacker also presented a correspondence from the City of Bainbridge Island stating that approximately 18 to 21 residents living outside of KCSD7's district boundaries on Seaborn Road had inquired the City regarding their ability to have their homes served by sewer. These homes would be connected to the South Island Sewer System, treated by the District's Treatment Plant, and represent additional ERU's above the current 480 limit represented by the 2007 Interlocal Agreement between the District and the City.

The Commissioners determined to take this under consideration after the City settles its outstanding balance owed to the District, and when the two commence their negotiations on a new modified interlocal agreement.

Adjourn: The meeting adjourned at 8:00 PM. The next regular meeting is scheduled for Thursday, September 9, 2021 at 7:00 PM at 2017 Belfair Ave. NE, Bainbridge Island, WA.



Commissioner



Commissioner

Commissioner

Date: Sept 9, 2021