

# KITSAP COUNTY SEWER DISTRICT #7

Serving the Fort Ward Community

## Minutes of Meeting

March 10, 2016

Commissioner Chris Dew called the meeting to order at 7pm with Commissioner Roger Tielman, Commissioner Sarah Lee, District Manager John Poppe, and Tricia Adler Sound Data present. Members of the public attending were Douglas Crist, Roan Blacker.

AGENDA Modification(s) – No change to the Agenda.

Public Comment – No public comment.

Friends of Fort Ward update- Douglas Crist updated the Board about the Bakery building project. All permitting has been submitted to the City of Bainbridge and the permits are being processed. Fund raising will continue through private donations and Grant applications.

Approval of Minutes - January, 2016 and February 2016 minutes were approved with signatures for each month. Commissioner Lee moved to approve the minutes, Commissioner Tielman seconded the motion. Motion passed unanimously.

Approval of Vouchers- Commissioner Dew moved to approve the Vouchers from 16-3-1 thru 16-3-13. Commissioner Tielman seconded the motion. Motion passed unanimously.

Financial Report- Sound Data presented the January and February 2016 “Profit & Loss” financial report. Final 2015 closeout will not be completed until the end March 2016. Sound Data to Email complete Jan & Feb, 2016 financial report 3-11-16.

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**Manager's Report - DRAFT NPDES Application (5 year) has been approved. Commissioner Dew signed NPDES for final submittal to DOE.**

**Biosolids Application has been completed and submitted to DOE.**

**Old business- Poppe working with person who developed Friends of Fort Ward logo to develop District logo. Board asked to think about logo design. A special meeting/workshop may be required to move the logo project along.**

**New Business- A licensed company hired to trim the trees within the property bounds and those trees with limbs adjacent to District property. Tree size and location warranted a professional arborist with the proper equipment.**

**Sound Data staffing change and contract approach was discussed in relation to District needs and long term goals. Roger Tielman, Roan Blacker, and John Poppe will have a follow up meeting as the finance committee. All agreed the finance committee will develop an action plan and report back to the Board.**

**Poppe summarized the actions necessary to provide a "SEWER AVAILABILITY" letter. Two were issued in February, 2016.**

**Poppe stated that he will improve reporting by detailing monthly activities to better inform the Board.**

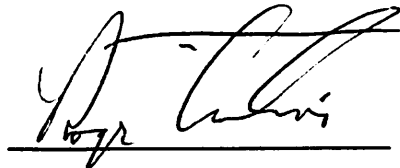
**Meeting adjourned at 815 pm with next meeting scheduled April 14, 2016 at 7 pm at 9705 Evergreen NE Bainbridge Island, WA 98110**



**General Manager**



**Commissioner**



**Commissioner**



**Commissioner**

**Date: 4-14-16**