

Kitsap Sewer District #7
September 14, 2017 Regular Meeting Minutes
Location: 9705 NE Evergreen Ave., Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:01 pm by President Chris Dew. Also present were: Commissioner Sarah Lee, Commissioner Roger Tielman, and District Manager Roan Blacker.

Agenda Modifications: no modification.

Public Comment: no comment.

Approval of Minutes: August 10, 2017 regular board meeting - Commissioner Tielman moved to approve the minutes of the meeting, and Commissioner Lee seconded the motion. Motion passed unanimously (3 – 0).

Approval of Vouchers: Commissioner Dew moved to approve vouchers 17-09-01 through 17-09-08. Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

Financial Report: Roan Blacker provided the following handouts that were reviewed by the board: a summary of monthly cash and investment balances, customer account report, monthly financial comparison report, and a year-to-date versus budget analysis.

Plant Report: A treatment plant influent flow graph, and a pH water testing analysis were presented for August. It was discussed to make the graphs more informational by expanding the time to cover the seasonality throughout the year, and to determine what other testing requirements would be meaningful for future review.

Manager's Report: Roan Blacker discussed the upcoming WASWD conference that he would be attending, and that our regional section of the association had provided a scholarship for the District that saves us approximately \$600 in conference fees. Roan Blacker also discussed the recent situation where a new property owner within the district requested to have their RV hooked up to sewer prior to having a permit to construct their intended new home. This latter point was the basis for the proposed new resolution – see New Business.

Old Business:

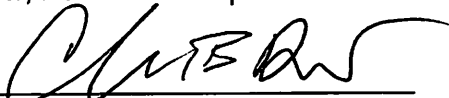
- Bakery renovation update – Commissioners discussed the recent community activities led by Friends of Fort Ward, and the fact that the state's capital budget still has not yet been passed.

- COBI audit update – The communication with the City of Bainbridge Island over the audit of its sewer connections served by the district’s treatment plant has led to the clear understanding that the active 2007 interlocal agreement between the district and city is outdated and needs to be revised. Plans are being made to schedule the work for negotiating and developing a new stand-alone agreement, or amending the existing one.

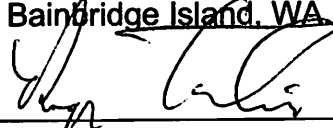
New Business:

- John Milne of Inslee Best – John Milne of Inslee, Best, Doezie & Ryder, P.S. has proposed to represent the district as legal counsel in the negotiation and development of a new interlocal agreement with the City of Bainbridge Island. John has previously provided legal guidance to the district. His firm is an active participant in the state’s sewer and water association. And, John represents other local sewer districts in the Puget Sound area. Commissioner Dew moved to approve hiring Inslee Best, and Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).
- Resolution 2017-4 - A resolution was proposed that establishes criteria when properties located within the district qualify for being connected to the sewer system. Currently an owner to a property that is located within the district can request being connected to the sewer system, and have their connection be inspected by the district, without having a construction permit. This resolution provides guidance to district staff to generally not initiate a sewer inspection unless the customer has an active building permit with the city. The commissioners discussed this resolution and were concerned about the district’s potential liability if this resolution were approved. The resolution was tabled pending further research on this subject.

Meeting adjourned at 8:15 pm. Next regular meeting is scheduled for Thursday, October 12, 2017 at 7:00 pm at 9705 NE Evergreen Ave., Bainbridge Island, WA



 Commissioner



 Commissioner

 Commissioner

Date: 10-12-2017

14

Kitsap Sewer District #7

September 12, 2017 Regular Meeting Minutes

Location: 9705 NE Evergreen Ave., Bainbridge Island, WA

Call to Order: The meeting was called to order at 7:01 pm by President Chris Dew. Also present were: Commissioner Sarah Lee, Commissioner Roger Tielman, and District Manager Roan Blacker.

Agenda Modifications: no modification.

Public Comment: no comment.

Approval of Minutes: August 10, 2017 regular board meeting - Commissioner Tielman moved to approve the minutes of the meeting, and Commissioner Lee seconded the motion. Motion passed unanimously (3 – 0).

Approval of Vouchers: Commissioner Dew moved to approve vouchers 17-09-01 through 17-09-08. Commissioner Tielman seconded the motion. Motion passed unanimously (3 – 0).

Financial Report: Roan Blacker provided the following handouts that were reviewed by the board: a summary of monthly cash and investment balances, customer account report, monthly financial comparison report, and a year-to-date versus budget analysis.

Plant Report: A treatment plant influent flow graph, and a pH water testing analysis were presented for August. It was discussed to make the graphs more informational by expanding the time to cover the seasonality throughout the year, and to determine what other testing requirements would be meaningful for future review.

Manager's Report: Roan Blacker discussed the upcoming WASWD conference that he would be attending, and that our regional section of the association had provided a scholarship for the District that saves us approximately \$600 in conference fees. Roan Blacker also discussed the recent situation where a new property owner within the district requested to have their RV hooked up to sewer prior to having a permit to construct their intended new home. This latter point was the basis for the proposed new resolution – see New Business.

Old Business:

- Bakery renovation update – Commissioners discussed the recent community activities led by Friends of Fort Ward, and the fact that the state's capital budget still has not yet been passed.