

WEST SOUND UTILITY DISTRICT
Minutes of Meeting of the Board of Commissioners
Held in Office Building
2924 SE Lund Avenue, Port Orchard, WA 98366
Monday, December 2nd, 2019 at 3:00 p.m.

Chairperson: James J. Hart
Vice Chairperson: Jerry Lundberg
Commissioner: Susan Way

Attending: Randy Screws, General Manager
John Tapia, Operations Manager
Marty Grabill, Plant Manager
Joy Ramsdell, Finance Manager
Deena Carpenter, Customer Service Representative

The meeting was called to order by Commissioner Hart at 3:00 p.m.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Ryan Cloud, representing Bethel Square, came to request a reduction in the cost of connection fees. Due to District Policies the Board was not able to grant his request.

CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes of November 18th, 2019
2. Approval of Vouchers WSUD #28349 through #28367 in the amount of \$12,202.01
3. Approval of Vouchers SKWRF #15725 through #15744 in the amount of \$12,445.13

Commissioner Way moved to approve the Consent Agenda. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

BOARD DISCUSSION/ACTION

Resolution 856-19, Hiring of Accounting/Office Assistant Bautista

Commissioner Way moved to approve Resolution 856-19. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

Resolution 857-19, Authorizing Purchase of SKWRF Secondary Scum Pit Pumps

Commissioner Way moved to approve Resolution 857-19. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

Resolution 858-19, Acceptance of Sewer Improvements Living Hope Community Church

Commissioner Way moved to approve Resolution 858-19. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

Resolution 859-19, Acceptance of DEC for Ron Hemley Septic; Install on Hilldale RD
Commissioner Way moved to approve Resolution 859-19. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

PLANT MANAGER'S REPORT

Plant Manager Grabill reported:

- Storage building: Working on freeze protection water furnace. Shelving has been ordered, need concrete coated and final electrical inspection.
- Finishing up in house projects for the year: CAS aeration channels and diffusers replacement and the secondary wet well scum pit pumps and lines.

OPERATIONS MANAGER REPORT

Operations Manager Tapia reported:

- Well 16/17: Sending info to Builder Exchange for bid.
- Well 19: Up and running but is having an issue with SCADA.
- Lidstrom Project: Completed.
- Crew is wrapping up end of year project and continues to flush and TV sewer lines.

FINANCE MANAGER'S REPORT

Finance Manager Ramsdell reported:

- Billable consumption is up for November with no new service connections.
- Year-end clean up and setting up the 2020 accounts.
- Department of Retirement Systems (DRS) is auditing 2018.

GENERAL MANAGER'S REPORT

General Manager Screws reported:

- Harris Rd: Still no agreement.
- 9 Homes still out from the tornado of 2018.
- Bethel Rd LID: Looking at February 2020 for our first informal meeting with property owners.
- Geiger/Blueberry Rd Lift Station: Nothing new to report.
- Reminder of the Special Board meeting tomorrow, December 3rd.
- Winter celebration December 16th. GM Screws suggested that the District pay for the employees meal with District funds as there is already a policy in place for employee appreciation. The Board of Commissioners concurred.
- Update on Mrs. Shepherdson of 3100 Chive Pl: She has had ongoing health and skin issues which she blames our water system for. The previous administration offered to pay for one half of her filtration system. To make such an offer goes against District Policy and the Commissioners were unaware of the offer.

COMMISSIONER REPORTS

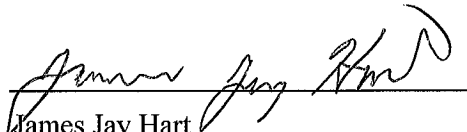
Commissioner Way and Commissioner Lundberg had nothing to report. Commissioner Hart reported he attended the Section II meeting.

EXECUTIVE SESSION

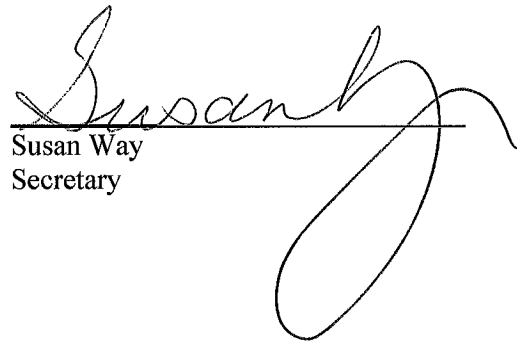
No Executive session.

ADJOURN

Commissioner Way moved to adjourn the meeting at 4:16 p.m. The motion was seconded by Commissioner Lundberg; motion approved 3-0.


James Jay Hart
Chairperson


Jerry Lundberg
Vice-Chairperson


Susan Way
Secretary