

Fisherman Bay Sewer District

P. O. Box 86
Lopez Island, WA 98261
(360) 468-2131

BOARD OF COMMISSIONERS MEETING

September 25, 2024 at 10:00 am

At 295 Village Rd. Lopez, WA upstairs meeting room and via Zoom

Minutes

REGULAR MONTHLY MEETING OF BOARD OF COMMISSIONERS OF FISHERMAN BAY SEWER DISTRICT


- I. CALL TO ORDER: 10:05 AM Commissioners in attendance- Kit Ledbetter, Justin Jones and Lauren Stephens. Staff in attendance - Tracy Faulkner, Jason Kramer, Roy Light, and Meike Meissner. Meeting held in the meeting room at 295 Village Road, Lopez WA and via Zoom.
- II. REGULAR BUSINESS
 - A. Adjustment to Agenda
 - B. Public Comment – none
 - C. Approval of Minutes – August 28, 2024 Regular Meeting: Stephens moved to approve minutes as presented, Jones seconded. Motion passed.
 - D. Approval of Vouchers and Payroll: Ledbetter moved to approve all claims and payroll as presented (listed below), Ledbetter seconded. Motion passed.
 - a. Acct 6641- 9/17/2024 (\$1,051.49); 9/17/2024 (\$5,844.29)
 - b. Payroll - 8/25/2024 (\$16,298.90) and insurance/benefits (\$11,458.00)
 - c. Payroll - 9/25/2024 (\$17,466.35) and insurance/benefits (\$13,285.86)
 - E. Superintendent's Report
 - F. District Operations Technician's Report - attached
 - G. Clerk's Report - attached
 - H. Monthly Budget Report, Monthly Billing Reconciliation & Annual Budget Approval
 - a. Confirm Reconciliation – Jones moved to confirm monthly billing reconciliation, Ledbetter seconded, motion passed.
- III. UNFINISHED BUSINESS
 - A. FLIP addendum delayed for a few weeks to await return of Bill LeDrew, FLIP representative
 - B. Constructed wetland engineering advertisement discussion to hire engineer to review options for revitalization
 - C. Rate increase for 2025 Budget to use Seattle October CPI
- IV. NEW BUSINESS
 - A. Clerk gave update on transitioning FBSD from San Juan County financial services
 - B. Stephens moved to approve Clerk Meike Meissner for a new FBSD credit card through Banner Bank, Jones seconded, motion passed.
 - C. Stephens motioned to approve FBSD using Payroll Solutions for payroll processing starting on January 1, 2025. Ledbetter seconded. Motion passed.
 - D. Stephens motioned approval of Resolution 2024-08: Approving Amendments to the Interlocal Governmental Agreement of the Water and Sewer Risk Management Pool. Ledbetter seconded. Roll-call vote: Stephens aye, Ledbetter, aye, Jones aye. Motion passed.
 - E. 2025 Budget Planning Discussion will include plan for COLA increases in January 2025 with merit increases starting in July 2025.

F. Stephens motioned to transfer \$100,000 from Account 6642 to the Investment Account, Jones seconded.
Motion passed.

G. Next Meeting: October 16, 2024 at 10 a.m.

V. CONCLUDED: 11:14 AM Stephens moved to conclude; Jones seconded. Approved.

Approved 10/16/24
Date


Secretary


Clerk