

Fisherman Bay Sewer District

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

BOARD OF COMMISSIONERS MEETING
January 17, 2024, at 10:00am
At 295 Village Rd. upstairs meeting room and via Zoom

Minutes


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

- I. CALL TO ORDER: 10:07 AM Board in attendance- Justin Jones, Kit Ledbetter, Lauren Stephens (via Zoom); and Staff Meike Meissner and Tracy Faulkner. Meeting held in the meeting room at 296 Village Road and via Zoom.
- II. PUBLIC COMMENT- None
- III. NEW BUSINESS
 - A. Adjustments to Agenda
 - B. Public Comment – None
 - C. Approval of Minutes – December 19, 2023 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), Jones seconded. Motion passed.
 - a. Acct 6641- Claims 1/9/2024 for 2023 (\$5406.71); 1/9/2023 (\$515.00)
 - b. Acct 6642 – Claims 1/9/2024 for 2023 (\$125,649.72)
 - c. Acct 6644 – Claims 1/9/2024 (\$4013.20)
 - d. Payroll-December payroll 12/26/2023 (\$17,328.80) Includes payroll taxes & Insurance.
 - E. Superintendent’s Report – none
 - F. District Operations Technician’s Report – Report attached. Weeks Point Way project update discussed.
 - G. Clerk’s Report – Meissner reported on finalizing 2023 accounting, and PPFAP grant adjustment; new rates go into effect for next billing cycle on February 1, 2024.
 - H. Monthly Budget Report, Monthly Billing Reconciliation & Annual Budget Approval
 - a. Confirm Reconciliation – Stephens moved to confirm monthly billing reconciliation, Ledbetter seconded, motion passed.
 - b. Stephens moved to transfer \$35,000 from Fund 6641 to Fund 6642; Jones seconded. Motion passed.
- IV. UNFINISHED BUSINESS
 - A. Amendment to FLIP contract discussion
 - B. Discussion of accounts with non-compliant sewer tanks and discussion of new meters to be installed to track I & I
- V. NEW BUSINESS
 - A. Ledbetter motioned to approve Fund 6646 Name Change Resolution 2024-01 to San Juan County Grants Fund, Jones seconded. Roll-call vote: Ledbetter, aye; Jones, aye; Stephens, aye. Motion passed.
 - B. Next Meeting: Wednesday, February 21, 2024, at 10:00am

CONCLUDE: 11:01 AM Stephens moved to conclude; Ledbetter seconded. Approved

Approved 2/29/24
Date


Secretary


Clerk