

# Fisherman Bay Sewer District

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

BOARD OF COMMISSIONERS MEETING  
February 21, 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: 10:02 AM Board in attendance- Justin Jones (via Zoom), Kit Ledbetter, Lauren Stephens; and Staff Meike Meissner, Jason Kramer, 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 – FLIP addendum update from Jones; New Business - Election of Officers:
    - a. Ledbetter motioned for Stephens to be President of Board, Jones seconded. Motion passed.
    - b. Stephens motioned for Ledbetter to remain Secretary, Jones seconded. Motion passed.
  - B. Public Comment – None
  - C. Approval of Minutes – January 17, 2024 Regular Meeting: Ledbetter moved to approve minutes as presented, Steohens seconded. Motion passed.
  - D. Approval of Vouchers and Payroll: Stephens moved to approve all claims and payroll as presented (listed below), Ledbetter seconded. Motion passed.
    - a. Acct 6641- Claims 1/24/2024 (\$1,032.23), 1/25/2024 (\$1,971.14), 1/9/2024 (\$2,242.92), 2/6/2024 (\$1,019.62), 2/6/2024 (\$1,019.62), 2/20/2024 (\$3604.96)
    - b. Acct 6642 – Claims 1/29/2024 (\$2,286.25)
  - E. Payroll-January payroll 1/26/2024 (\$18,405.29) Includes payroll taxes & Insurance
  - F. Superintendent’s Report – none
  - G. District Operations Technician’s Report – Report attached. Weeks Point Way project update.
  - H. Clerk’s Report – none
  - I. 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 \$10,000 from Fund 6641 to Fund 6642; Ledbetter seconded, motion passed.
- IV. NEW BUSINESS
  - A. Ledbetter motioned to decline DOE Agreement WQC-2023-FiBaSD-00031 (\$764,000), Stephens seconded. Motion passed.
  - B. Staff will present list of projects for DOE Agreement WQPSNR-2021-FiBaSD-00020 (\$140,000 for Nutrient Reduction) at next meeting.
  - C. Next Meeting: Wednesday, March 20, 2024, at 10:00am

CONCLUDE: 10:40 AM Stephens moved to conclude; Ledbetter seconded. Approved.

Approved 3/26/24  
Date

  
Secretary

  
Clerk