

# Fisherman Bay Sewer District

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

## BOARD OF COMMISSIONERS MEETING

January 29, 2025 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: 10:01AM Commissioners in attendance- Kit Ledbetter, Justin Jones; staff in attendance - Tracy Faulkner, Jason Kramer, Roy Light, and Meike Meissner. Held in the meeting room at 295 Village Road, Lopez WA and via Zoom.
- II. REGULAR BUSINESS
  - A. Adjustments to Agenda –
    - a. From NEW BUSINESS - Election of new officers: Ledbetter nominated Jones to be Chair, Jones accepted and seconded, motion passed.
    - b. From UNFINISHED BUSINESS - AKART Analysis and Optimization Report discussion with Travis Porter from Small Communities Initiative: Porter recommended extending the deadline for the RFQ, attaching the 2024 Jacobs report, and highlighting the key missing pieces (updated income survey, District data, etc.)
  - B. Public Comment – none
  - C. Approval of Minutes – December 18, 2024 Regular Meeting and December 30, 2024 Special Meeting: Ledbetter 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 1/9/2025 (\$960.97 DOR Excise Tax); 1/9/2025 (\$11,754.18 medical & dental), 1/28/2025 (\$7,292.22)
    - b. Payroll – 1/24/2025 \$20,403.01 (includes payroll taxes)
  - E. Superintendent's Report – nothing new to 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. FBSD Wetlands delineation proposal from Rozewood Environmental Services: Ledbetter moved to approve bid with the caveat that Scott Rozenbaum presents a summary of findings to the Board of Commissioners at a public meeting; Jones seconded, motion passed.
- IV. NEW BUSINESS
  - A. Next Meeting: Wednesday, February 19, 2025 at 10:00 a.m..
- V. CONCLUDED: 11:20 AM Jones moved to conclude; Ledbetter seconded. Approved.

Approved 2/19/25  
Date

  
Secretary

  
Clerk