

Fisherman Bay Sewer District

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

BOARD OF COMMISSIONERS MEETING

May 21, 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: 10:00 AM Commissioners in attendance- Justin Jones, Kit Ledbetter, Randy Wilburn; staff in attendance — Roy Light, Tracy Faulkner, Jason Kramer, and Meike Meissner. Public: Scott Rozenbaum; Wayne Haeefe (via Zoom). Held in the meeting room at 295 Village Road, Lopez WA and via Zoom.
- II. REGULAR BUSINESS
 - A. Public Comment – none
 - B. NEW BUSINESS: Presentation on Wetlands Survey by Scott Rozenbaum of Rozewood Environmental Services. Rozenbaum presented multiple maps and summarized that the wetlands on FBSD plant site are considered to be a category IV, the lowest ranked, with minimal resource value/functions with much of it active pasture. He suggested several paths forward for planning on-site use, one of which is mitigation. Wayne Haeefe will use this information in his AKART analysis.
 - C. UNFINISHED BUSINESS: AKART Report contract negotiations update with Wayne Haeefe - a significant reduction in proposed costs due to the AKART Analysis without the Optimization Report. Haeefe will meet monthly with FBSD staff to track progress on report and will present a final summary at the November 19, 2025 monthly meeting. Ledbetter motioned to accept Haeefe's new contract, Wilburn seconded, motion approved. Meissner reported that FBSD will undertake a new Income Survey with the Rural Community Assistance Corporation as part of the environmental justice component of the AKART analysis; the Income Survey from 2021 is no longer valid for purposes of community development block grants.
 - D. Consent Agenda – Ledbetter motioned to approve, Wilburn seconded; motion approved.
 - a. Approval of Minutes – April 15, 2025 Regular Meeting
 - b. Approval of Vouchers & Claims
 - i. Claims
 1. Fund 6641: April 22, 2025 (\$4,981.21), medical & dental (\$11,877.11), \$1,046.43 April 7, 2025 (\$965.81)
 2. Fund 6642: April 22, 2025 (\$750)
 - ii. Payroll: April 22, 2025 (\$19,198.13)
 - c. Monthly Budget Report
 - d. Monthly Billing Reconciliation
 - E. Superintendent's Report – Roy Light has announced that his last day will be July 1, 2025. Discussion as to his future role with the District will be held at the next meeting.
 - F. District Operations Technician's Report
 - G. Clerk's Report
- I. UNFINISHED BUSINESS
 - A. LCLT Peartree apartment update: FBSD has installed a new meter to ensure no discrepancies in readings, Account is back on Special Residential billing after again going over allotted ERUs, however, another

emergency callout on May 10, 2025 showed hydraulic overload, clogged filters, and an abundance of FOG (fats, oil, grease). Wilburn will invite LCLT to next month's meeting to problem solve this situation.

- B. Review of State Auditor's Office exit recommendations - Resolution 2025-02: Approve Credit Card Policy for District. Ledbetter motioned to approve, Wilburn seconded. Roll-call vote: Jones, aye; Ledbetter, aye; Wilburn, aye. Motion approved.

II. NEW BUSINESS

- A. Wilburn motioned to approve transfer of \$33,000 from General Fund 6641 to Capital Projects Fund 6642 per budget, Ledbetter seconded, motion approved.
- B. District Elections: Wilburn reported that he filed for this November's election, but withdrew his candidacy when no one else filed for the FBSD Commissioner 1 position. Board may appoint him in December instead.
- C. Next Meeting: Wednesday, June 18, 2025, at 10:00 am

III. CONCLUDED: 11:56 AM Ledbetter moved to conclude; Wilburn seconded. Approved.

Approved 6/18/2025
Date

C. R. Jones
Secretary
6/18/25

[Signature]
Clerk