

Fisherman Bay Sewer District

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

BOARD OF COMMISSIONERS MEETING

February 19, 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 - Jason Kramer, Roy Light, and Meike Meissner. Public: Randy Wilburn (via Zoom); Sandy Bishop, Breton Carter and Marly Schmidtke from Lopez Community Land Trust. 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 - Lopez Community Land Trust – Pear Tree Apartments billing questions: Sandy Bishop spoke with Jones prior to this meeting and was asked to come to the public meeting to present questions regarding the change to billing status for the LCLT owned duplex which has been monitored by an effluent meter since September 2023. Consistent excess overuse has resulted in the property being designated as a Special Residential Customer as of January 1, 2025. FBSD will try to respond to LCLT's request for information within 60 days. Ledbetter moved for a 90-day delay in implementing the change in billing status for the Pear Tree Apartments starting January 2025 in order for the Board and staff to review the situation and respond to LCLT's concerns. Jones seconded, motion passed.
 - B. Public Comment – none
 - C. Approval of Minutes – January 29, 2025 Regular Meeting: Ledbetter moved to approve minutes as presented, Jones seconded. Motion passed.
 - D. Approval of Vouchers and Payroll: Jones moved to approve all claims and payroll as presented (listed below), Ledbetter seconded. Motion passed.
 - a. Acct 6641- Claims 12/30/2024 (\$2,395.46); 2/11/2025 (\$554.67 DOR Excise Tax); 2/11/2025 (\$10,155.48)
 - b. Acct 6642 – Claims 12/20/2024 (\$2,153.81), 2/11/2025 (\$4,500)
 - c. Acct 6644 – Claims 12/30/2024 (\$4,013.20)
 - d. Payroll – unavailable for February
 - E. Superintendent's Report: Roy has completed and submitted plant performance evaluations
 - F. District Operations Technician's Report: verbal updates
 - G. Clerk's Report: verbal updates
 - H. Monthly Budget Report, Monthly Billing Reconciliation & Annual Budget Approval: Ledbetter requested new financials reporting that show more information vs. annual budget with new accounting software
 - a. Confirm Reconciliation – Jones moved to confirm monthly billing reconciliation, Ledbetter seconded, motion passed.
- III. UNFINISHED BUSINESS
 - A. AKART and Optimization Report RFQ Reviews: One proposal received from Wayne Haeefe & Associates. Ledbetter asked that staff work with Wayne to refine the scope of work with SCI input to bring the pricing structure more in line with the budgeted amount remaining in the DOE grant.

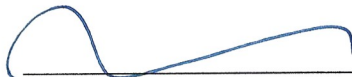
- B. Open Commissioner Seat Appointment Applications: One applicant for open board seat received. Jones moved approval of Resolution 2025-01: Appointment of Randall Wilburn to the Commissioner 1 seat, a position that expires on December 31, 2025; Ledbetter seconded. Roll-call vote: Jones aye, Ledbetter aye. Motion passed.

IV. NEW BUSINESS

- A. Next Meeting: Wednesday, March 19, 2025 at 10:00 a.m.

- V. CONCLUDED: 11:20 AM Jones moved to conclude; Ledbetter seconded. Approved.

Approved 03/19/2025
Date


Secretary


Clerk