

Fisherman Bay Sewer District

P. O. Box 86

Lopez Island, WA 98261

(360) 468-2131

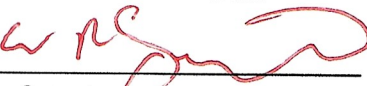
Monday, February 27, 2023, 10:00am

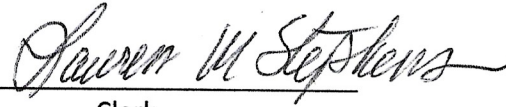
At 295 Village Rd #201 and via Zoom

Minutes

- I. CALL TO ORDER- Board members, Stephens, Ledbetter, Jones plus staff Light, Kramer, and Faulkner all present.
- II. REGULAR BUSINESS
 - A. Adjustments to Agenda- Add V. Executive Session.
 - B. Public Comment (5min limit)- None
 - C. Approval of Minutes- January 25, 2023- Stephens moved to approve, Ledbetter second. Passed.
 - D. Approval of Vouchers and Payroll
 - a. Acct 6641- Claims- 1/27/23(\$1954.27), 1/31/23(\$3449.04), 2/14/23 (\$7,524.37),2/21/23 (\$773.26), 2/21/23 (\$118.94), 2/21/23 (\$4,013.20), 2/24/23 (\$1,265.74)
 - b. Acct 6647-Claims- 1/31/23(\$3115.14)- Lauren moved to approve all Claims, Jones seconded. Passed.
 - c. Payroll-January payroll total (\$16,460.90) February total (\$15,885.40) Includes payroll taxes & Insurance.- Jones moved to approve payroll, Stephens seconded. Passed.
 - E. Superintendent's Report- none.
 - F. District Operations Technician's Report- Attached
 - G. Clerk's Report- none. Clerk, Rachel Nichols resigned effective 2/24/2023 because she moved away.
 - H. Monthly Budget Report & Monthly Billing Reconciliation
 - a. Confirm Reconciliation- billing reconciliation was confirmed.
- III. UNFINISHED BUSINESS
 - A. Design RFP plan- Kit The upcoming meeting on presentations of RFP proposals were discussed. Each entity will have 1 hour for presentation, questions, and discussion. After the presentations the board and staff will meet to discuss the proposals and make a decision. This is scheduled for Thursday, March 2nd at 10:30am.
 - B. Tracy Lab Testing Equipment- Lab Upgrade. Tracy presented his research on the financial implications of doing in house nutrient testing. Attached. Ledbetter moved to approve upgrading the lab and purchasing equipment and supplies for up to \$10,000.00. Before the purchase, Tracy is required to get at least 2 bids for the equipment and talk to Eastsound Sewer about the possibility of our lab doing their nutrient testing when our lab is accredited to do the tests. Jones Seconded the motion. The motion passed.
- IV. NEW BUSINESS
 - A. Next Meetings- Monday March 20 time TBD, Tuesday March 21 time TBD Wednesday March 22, 2023 at 10:00am
- V. Executive Session
 - A. The board went into Ex Session at 11:07 to discuss the performance of an employee. They came out of EX Session at 11:18. No decisions were made in Ex. Session.
- VI. CONCLUDED The meeting concluded at 11:18am

Approved 3/22/23
Date


Secretary


Clerk

Fisherman Bay Sewer District

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Monday, February 27, 2023, 10:00am

At 295 Village Rd #201 and via Zoom

AGENDA

I. CALL TO ORDER-

II. REGULAR BUSINESS

- A. Adjustments to Agenda
- B. Public Comment (5min limit, speakers must identify themselves)
- C. Approval of Minutes- January 25, 2023, February 22,2023
- D. Approval of Vouchers and Payroll
 - a. Acct 6641- Claims- 1/27/23(\$1954.27), 1/31/23(\$3449.04), 2/14/23 (\$7,524.37),2/21/23 (\$773.26), 2/21/23 (\$118.94), 2/21/23 (\$4,013.20), 2/24/23 (\$1,265.74)
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 - c. Payroll-January payroll total (\$16,460.90) February total (\$15,885.40)Includes payroll taxes & Insurance.
- E. Superintendent's Report
- F. District Operations Technician's Report
- G. Clerk's Report
- H. Monthly Budget Report & Monthly Billing Reconciliation
 - a. Confirm Reconciliation

III. UNFINISHED BUSINESS

- A. Design RFP plan- Kit
- B. Tracy Lab Testing Equipment- Lab Approval

IV. NEW BUSINESS

- A. Next Meeting Wednesday March 22, 2023 at 10:00am

V. CONCLUDED

Guests and staff should be prepared to wear masks.

Technician J's Report

Dec 22/Jan 23

Plant/District performance for Dec22/Jan 2023:

Plant Performance	Monthly
Flow average (max .053)	.021 MGD
CBOD5 reduction(min-85%)	96%
Fecal (#/100ml) Max 66	50
TSS reduction (min-56%)	97%
Chlorine average(min-.05)	.25

I/I Performance	
Systems with Tanks to be replaced	20 systems 47 tanks
Percent of Total No of said systems	23% 203 total
# Tanks Replaced Last Month	0

Call outs/Alarm calls/reported overflow/odor reports:

- 367 Lopez road.. called for smells. New lid, and needs pumped.

Locates:

- 4237 fisherman bay rd.

Project Updates: Part 1-tank replacements

- 1) Friendly isle bldg. and Jeff Clark's system... SFX will be doing the work. Not scheduled yet. Soon.
- 2) Looks like now Steinbrueck Family Excavation will be doing the tanks at Grace church
 - Because of new info. County requires anyone installing a system to be employed by a certified installer, or to be an installer certified by the county. We need that in our regulations too.
- 3) Ron Fowler has designed the museum tank replacement. Museum is collecting bids.
- 4) 2nd set of condo's design is in process by Wayne Haefele 10411
- 5) Community church tank replacements design in process by Ron Fowler

Continuing Education:

- ❖ Jason- Septic-con Jan 27, 28. See overview attached.
- ❖ Tracy. Online studying for his test.
- ❖ Both-Eastsound and Friday harbor plant tours (nutrient testing)

WOSSA Septic-Con

1. Arrived Thursday evening. Had a nice conversation with Roth Representative.
2. Friday morning: Keynote speaker was Brian Harding who wrote Service Industry Success. Sounds like great advice for managers and perhaps a better look at how to get people to do what you need.
3. 1st class I took was, Fates in the soil of contaminants from OSS by Sergio Abit of OK State University. Very well done. And helped with my knowledge of nutrients/ nitrogen, and how it's treated. It was within a drain field application.
4. Ton's of vendors including 3 construction equipment, pumps, designer based products, etc, etc.
5. Next class was microbiology in advanced treatments systems (which are just little sewer plants) by the same teacher (Sergio). Great class again talking about nitrogen, nitrates, nitrites, ammonium and how the systems treat it.
6. I took the Advantix class which certified me to be able to do maintenance on onsite systems.
7. Watched the last half of a class about onsite working with real estate.
8. In the evening WOSSA fed us dinner, there was a raffle, and fundraiser for scholarships and legislative money.
9. Saturday morning, A great presentation about Sedron Technologies <https://www.sedron.com/> that is in the permitting process with EPA that could be an option for us.. it turns effluent into water, ammonia, and dry (90%) solids. All super clean because it's all cooked so hot using steam.
10. Advanced treatment troubleshooting NuWater systems
11. Then more elbow rubbing with vendors
12. After lunch was the Craft3 loan program presentation then to end it off,
13. Key aspects of system installation. It dealt with more drain field items than anything.

In House Nutrient	Cost B4 Tax	Frequency	Third Party	Cost B4 Tax	Frequency
Hach DR3900	\$ 6,459.00	One Time Cost	Edge Testing	\$ 678.41	Monthly Average
Hach DRB200	\$ 1,494.00	One Time Cost	Shipping Supplies	\$ 4.00	Monthly Average
TKN Testing Kit	\$ 440.00	Yearly Average	Shipping	\$ 30.00	Monthly Average
Nitrate Testing Kit	\$ 133.58	Yearly Average	Labor Cost	\$ 62.00	Monthly Average
Ammonia Testing Kit	\$ 166.70	Yearly Average	Total	\$ 774.41	Monthly Average
Lab Acred	\$ 240.00	Yearly Average	Yearly Total	\$ 9,292.92	
Labor Cost	\$ 744.00	Yearly Average			
Total cost up front	\$ 9,677.28	First Year Cost			
Total cost per year after	\$ 1,724.28	Yearly after that			

Total cost for first year-	\$ 18,970.00
total cost for years after	\$ 1,724.28

Will take 2 1/2 years to pay break even then saving \$7568.64 a year.

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Special MEETING

BOARD OF COMMISSIONERS

Thursday MARCH 2, 2023 at 10:30am

At 295 Village Rd. upstairs meeting room

SPECIAL MEETING

MINUTES

I. CALL TO ORDER 10:30AM Jason Kramer, Roy Light, Kit Ledbetter, Justin Jones present from FBSD.

II. PUBLIC COMMENT- None

III. NEW BUSINESS

A. RFP Presentations for plant upgrade. Times are approximate

1. 1st presentation-10:30 to 12:00 Wilson Engineering did a presentation on the RFP.

2. 2nd presentation 1:30-2:30 pm Wayne Haeefele did a presentation on the RFP.

3. Discussion 2:30 Lauren Stephens joined the board and staff to discuss the presentations.

No final decisions were made. Kit Ledbetter will contact Wayne Haeefele to get more information.

Once he has that information the board will meet again.

IV. CONCLUDE 3:30pm.

Approved _____

Date
