

Fisherman Bay Sewer District

P. O. Box 86

Lopez Island, WA 98261

(360) 468-2131

REGULAR MEETING

BOARD OF COMMISSIONERS

Thursday, May 27, 2021 @5:00 p.m.

Please email clerk@fishbaysewer.com for your Zoom invite.

Join Zoom Meeting

<https://us02web.zoom.us/j/2686820941?pwd=Q1BhWEdeEaHdobEhMZGtzNDZkRnc0QT09>

BOARD MEETING MINUTES

The board meeting was called at 5:04pm by Lauren Stephens.

I. REGULAR BUSINESS

- A. Public Access* (guests who address the board will need to identify themselves) Mary-Bill Diller, Brian, and Keith joined the meeting.
- B. Approval of Minutes: 04/06/2021 Special Meeting minutes, 04/21/2021 Emergency Meeting minutes, 04/22/2021, and 05/24/2021 Meeting minutes were approved. Lauren Stephens moved, and Tom McDaniel seconded.
- C. Approval of Vouchers and Payroll: The vouchers were not approved.
The two payrolls of 04/30/2021 with the amount of \$11,067.03 and 05/14/2021 with the amount of \$10,878.64 were approved and the motion was moved by Donna Hasbrouck and seconded by Tom McDaniel.
- D. Review of Correspondence. No correspondence.
- E. Superintendent's Report. Does not exist at the time.
- F. Clerk's Report. The plant operations' deficiencies were determined along with the visit of the DOE representative. A list of an order was created by the Clerk, Ece Kocak, along with the advise of our new Consultant, Roy Light.
- G. Monthly Budget Q & A. Discussed.

II. UNFINISHED BUSINESS

1. Contract with customers when issuing connection and the Resolution for Septic Tank Facilities License and Service Contract. Tabled.
2. Lopez Landing contract. Discussed.
3. FLIP update. Tabled.
4. The Policy regarding billing process after leaks. Discussed.
5. DOE Loan update. Discussed.
6. Possible changes to Admin Code. Tabled

III. NEW BUSINESS

*Personal appearances will be limited to 5 minutes. Thank you.

1. Hiring – plant position, office help to assist with record management, licensed operator. A part-time employee will be hired by Jason Kramer. The hourly rate is determined to be between \$20 and \$25 based on the desire to work for us and the experience. Lauren Stephens moved, and Tom McDaniel seconded.
2. Residential criteria for accounts in business transient rental category. Tabled.
3. Upgrade to plant chlorination system. Discussed.
4. Next month schedule (Meeting June 24, 2021, 5pm). Next month meeting schedule will include a Special Meeting on June 10th at 8:00am.

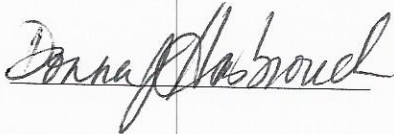
IV. EXECUTIVE SESSION

The session started at 7:25pm and ended at 7:55pm.

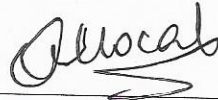
V. CONCLUDE

Adjourned at 7:57pm.

Our next Board Meeting will be hold on June the 24th, 2021 at 5:00pm



Commissioner



Clerk

Technician J's Report

April 2021

Plant/District performance for March:

Plant Performance	Monthly	I/I Performance	
Flow average	.030 MGD	Systems with Tanks to be replaced	11
CBOD5 reduction	94.6%	Percent of Total No of Tanks	5%
Fecal (#/100ml)	00.00	# Tanks Replaced Last Month	
TSS reduction	88.1%		
Chlorine average	.37		

Installation/replacements:

I've found a list of 11 systems tanks that need to be replaced. I have learned about most of them and identified the tanks on Milagra, and at the Apartments as the most urgent and am working on how to best motivate them to move forward

Housing Lopez will start installations in August.

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

6/14 Message on the super phone. Chirping coming from the alarm at 575 Lopez road. Found Swollen wire on the pump float switch, will replace both floats.

6/15 IMC called with system down, (waste flowing onto the lawn). By the time I got there the power had been turned back on. Switch doesn't stay on as set up. I've called Jeff Hein at Lopez island Electric to put something better there.

6/16 Heidi Hernandez called about a septic smell at her house on Milagra. Power was turned off there, I turned it on and put a padlock on it.

6/16 Kit Ledbetter called because the toilet sounded like it did when Milagra was having such a bad issue. I showed up and nothing seemed out of sorts.

6/17 Cormorant building call. Nothing specific, measured solids. All looked ok. Another call on 6/23. Will be digging up the inlet to clear the clog.

6/22 Islander restaurant Pump tank found to have failed pump. Wires on floats swollen too, so replaced those as well.

Locates

I have had 6 locates this month.

Effluent Meter Installations:

Planned Installations	6+
Commercial Water Meter Replacements	0
Special Cases	1
Planned Installations next month	0
Sites with water meters	27

No meters installed this month. Will plan on at least 2 next month. The fire hall and the county shop.

Plant Maintenance Activities:

Completed this month:

Continued clean up outside and inside It's been overfull every weeks. I am waiting on a bid from Rendon Home Services to help with 1.cleanup, 2. Mowing, 3. (re)Building the fence on the south and east half of the plant. I brought the Chevy pickup to Lee Woodington for service He serviced the transmission. He has an oxygen sensor to put in. It needs the engine serviced still. He will then bring a battery jumper box to the plant and access the Toyota so we can decide if it is worth fixing or disposing of. He was sidetracked this month with a family emergency.

Aerator reinstalled, started working on cleaning the headworks of the wetland using my mini-excavator. The big plants are out of the anerobic chamber. The plant got mowed.

Received new D.O., wet bath incubator, and pH meter, Autoclave for sterilizing, lots of fresh chemicals, Hired another helping hand (Tracy Faulkner).

Fire extinguishers were recertified.

Planned for next month:

- Training, training, training(studying, studying, studying)
- Keep pursuing resolve with all projects.
- TONS of yard maintenance including mowing, removal of organic off constructed wetland.
- Continue removal of surplus equipment
- Add chlorine drip to effluent instead of tablets
- Continue learning lab procedures and process
- Develop SOP's for the lab.
- Continue cleanup of the plant

District Maintenance Activities

Started Grease measuring, and septic.

Started pumping septic and grease

Planned for next month

- Grease pumping-finish for the season
- Commercial account solids measuring and filter cleaning.
- Train Tracy on inspections/cleaning/maintenance.

Project Updates:

1. Design done for Knapp.
2. All else is unchanged.

Weeks Point Way Replacement:

Archeological report finished I believe. Now it goes to permitting with the county. Also wetland study needs to get done.

Comprehensive Plan / Design Build Program:

Tom has been working on this.

Housing Lopez

Nothing new. August will be when they start digging for septic tanks

Other Significant Items:

FLIP Service Agreement:

Nothing new to report

Lopez Landing Service Agreement:

Other:

Bill Kimm is my emergency backup. He also is helping me understand the working relationship between the district and many projects going on.

Tom Also has been invaluable for me in my learning and understanding all that is involved with this new job for me.

Roy has been amazing. Very patient with me. Very knowledgeable about not just how, but why and what if's too.

D. Alshrouf

Commissioner

Alshrouf

Clerk

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