

Fisherman Bay Sewer District

P. O. Box 86

Lopez Island, WA 98261

(360) 468-2131

Tuesday May 31, 2022 3PM

295 Village Rd #201

Minutes

I. CALL TO ORDER: 3:02 pm- Board members Ledbetter and Stephens present. Staff Light (via Zoom) and Faulkner present.

II. REGULAR BUSINESS

- A. Adjustments to Agenda- Added Minutes of 5/11/2022, Payroll of 5/27/2022 and New Business B. Concrete repair.
- B. Personal Appearances (5min limit, speakers must identify themselves)- none
- C. Approval of Minutes of Regular meeting 4/20/2022, Minutes of Special Meeting 4/26/2022, Minutes of Special Meeting 5/11/2022
Stephens moved approval and Ledbetter seconded. Passed.
- D. Approval of Vouchers and Payroll
 - a. Acct 6641- 04/21/2022 (706.81), 4/25/2022 (\$2,392.95), 05/02/2022 (\$118.40), 5/16/2022 (\$431.54), 5/16/2022 (\$3,371.04). Ledbetter moved to approve vouchers, Stephens seconded. Passed.
 - b. Payroll-4/25/2022 (\$14,472.07), 5/27/2022 (\$14,949.00) Includes payroll taxes & Insurance – Ledbetter moved to approve payroll submitted and Stephens seconded. Passed.
- E. Review of Correspondence-none
- F. Superintendent's Report- attached
- G. District Operations Technician's Report- attached
- H. Clerk's Report-attached. Clerk may contact county administrator and permit manager to discuss provisions of letters of availability and how they are handled before occupancy permit issued.
- I. Monthly Budget Report & Monthly Billing Reconciliation- Fund balance in 6641 is good. May transfer some funds to 6642 (Capital Projects fund) next month.

III. UNFINISHED BUSINESS

- A. Lopez Landing - Developer Extension Agreement.- Tabled
- B. New Board Member discussion. – We are all still looking for a new board member.

IV. NEW BUSINESS

- A. Board Member Items- none
- B. Concrete Repair- Superintendent Assistant Kramer has received a bid from Donny Poole to repair the sidewalk on Fisherman Bay Rd. torn up when repairing Milagra Lane in 2021. Stephens moved and Ledbetter seconded a motion to approve funding of up to \$10,000.00 to Poole for the concrete repair.
- C. Next Meeting June 22, 2022 10:00am

V. CONCLUDED- Meeting concluded at 4:00pm

Date approved 6/22/22



Board Secretary



Board Clerk

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

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 - E. Review of Correspondence
 - F. Superintendent's Report
 - G. District Operations Technician's Report
 - H. Clerk's Report
 - I. Monthly Budget Report & Monthly Billing Reconciliation
- III. UNFINISHED BUSINESS
 - A. Lopez Landing - Developer Extension Agreement.
 - B. New Board Member discussion.
- IV. NEW BUSINESS
 - A. Board Member Items
 - B. Concrete Repair
 - C. Next Meeting June 22, 2022 10:00am
- V. CONCLUDED

Guests and staff should be prepared to wear masks.

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Superintendent's Report

April 2022

Treatment Plant

We have exposed the influent piping from the influent flume to the grease interceptor. There are several 90 degree turns in the line and an antique looking worm gear valve that doesn't work. We are replacing the valve and piping with 6 inch parts and eliminating most of the bends. This should reduce the restriction in the line. If this doesn't work the next step is to raise the flume.

We are working with EDGE analytical and ECY to implement the new nutrient monitoring testing.

Laboratory

The lab is functioning well and we are almost done with this year's Performance Evaluation samples.

Technician J's Report

April/May 2022

Plant/District performance for April/May 2021:

| Plant Performance | Monthly | I/I Performance | |
|---------------------------|----------|-------------------------------------|------------------------|
| Flow average (max .053) | .025 MGD | Systems with Tanks to be replaced | 24 systems 47 tanks |
| CBOD5 reduction(min-85%) | 96.40.% | Percent of Total No of said systems | 24.5% 203 total |
| Fecal (#/100ml) Max 66 | 1 | # Tanks Replaced Last Month | 1 |
| TSS reduction (min-56%) | 93.55% | | |
| Chlorine average(min-.05) | .29 | | |

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

1. 116 Weeks Point Way. Failed float.
2. School Alarm. Floats tangled.

Locates

- 35 Tower Dr.
- 77 Village rd.

Project Updates: Part 1-tank replacements

- 59 Hummel lake Rd. Finished.

Project Updates: Part 2- New installs

- Lopez Landing- Designs done, waiting for process of install.
- FLIP- getting close

Plant Maintenance Activities:

- ❖ Mowing...
- ❖ Have run a few loads to midnights farm of brush from fence line clearing.
- ❖ Moved cyclone fence over to be put up as permanent fence

*Bill Kimm -
Wayne Hoefle -
civil engineering →
New tanks for
Fire Station ←*

Planned for next month:

- Continue cleanup of the plant yard debris. And smooth everything to make it all mowable with the riding mower.
- Start on building the fence.
- Mowing weekly

District Maintenance Activities

- Inspections- Most annual commercial inspections done.

Planned for next month

- Study activated sludge plants.
- Check air/vac's

Other Significant Items:

Emphasis: Westview Apartments. Inspected it. Trying to schedule an Electrician to add external J-box. Will try to find an electrician from another island, or mainland.---Still looking, not getting any response.

met with Bill Diller
Lopez Septic Services →
No pumping during →
&
3 at our expense. -
Dirt Doctors -
Buck - install =>

CLERK REPORT

MAY 2022

I submitted the Annual Report to the State Auditor on May 20, 2022.

Payroll for this month is due Tuesday the 24th, so I need signed timecards to me by Monday the 23rd. I think it's early due to the Memorial Day Holiday. Please confirm that they match the information on the county time card program before you send them to me.

I have talked to a couple of people about the clerk job but haven't yet found someone to hire. It is challenging.

Everything is going smoothly in the office. I appreciate the help I get from Tracy and Jason when I need it.

I will be out of the office from Tuesday morning May 24 through Friday May 27. I will be back in on Tuesday the 31st. I hope everyone has a great Memorial Day.

County not cooperative -
Issue sewer permit →
from
Field people - install -
At the end of permit -
occupancy permit →
Bill Levin property for amount of bill.