

Fisherman Bay Sewer District

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

Wednesday, September 21, 2022, 10:00am

At 295 Village Rd #201 and via Zoom

MINUTES

- I. CALL TO ORDER- 10:05AM Board and Staff in attendance- Justin Jones, Lauren Stephens, Kit Ledbetter, Jason Kramer, Roy Light, Tracy Faulkner, and Rachel Nichols. Meeting held in the FBSD office meeting room and via Zoom.


 - II. REGULAR BUSINESS
 - A. Adjustments to Agenda- Added item c under H. Apartments failed system.
 - B. Public Comment (5min limit, speakers requested to identify themselves)- None
 - C. Approval of Minutes of Regular meetings 8/24/2022- Kit Ledbetter moved to approve; Justin Jones seconded. Approved
 - D. Approval of Vouchers and Payroll
 - a. Acct 6641-Claims 8/11/2022 (\$852.36), 8/26/2022 (\$1,851.23), 9/9/2022 (\$3,288.14), 9/16/2022 (1095.58) – Kit Ledbetter Moved to approve; Justin Jones seconded. Approved
 - b. Acct 6644-Claims- None
 - c. Payroll-August payroll total (\$21,213.25) Includes payroll taxes & Insurance- Lauren Stephens moved to approve; Kit Ledbetter seconded. Approved
 - E. Superintendent's Report-Attached
 - F. District Operations Technician's Report-Attached
 - G. Clerk's Report-Attached
 - H. Monthly Budget Report & Monthly Billing Reconciliation
 - a. Confirm Reconciliation- Confirmed
 - b. Transfer funds from 6641 to 6642.- Lauren Stephens moved to approved; Kit Ledbetter seconded. To transfer \$35,000.00 from 6641 to 6642. Approved
 - c. Apartments failed system. Discussed options to encourage replacement of the system.

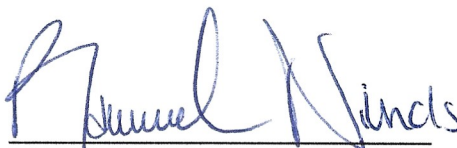
 - III. UNFINISHED BUSINESS
 - A. Lopez Landing - Developer Extension Agreement. Jordan Stephens requested invoice for connection charges to the proposed development and inquired whether the District would allow a single connection to just one home on the site. Invoice sent and the board discussed allowing a single connection not part of the development plan. This will not be allowed. because it is being platted.
 - B. Design RFP plan- Kit Ledbetter gave an update.

 - IV. NEW BUSINESS
 - A. Resolution No. 2022-09 Renaming Fund 6644 DOE Debt Service Fund. DOE Agreement Document has been modified to reflect lower amount borrowed- from \$166,000. To \$139,975.12 (actual amount billed to DOE)- By rollcall vote. Passed Unanimously.
 - B. Fisherman Bay Water Association Proxy vote for annual meeting. Lauren Stephens moved that Jamie Stephens be the proxy; Justin Jones seconded. Approved
 - C. New printer- FBSD office needs a new printer which could cost up to \$900.00. Kit Ledbetter moved to approve; Lauren seconded. Approved.
 - D. Board Member Items-None
 - E. Next Meeting Wednesday October 19, 2022, 10:00am
- *Personal appearances will be limited to 5 minutes. Thank you.

V. CONCLUDED- 11:16AM Lauren Stephens moved to conclude; Kit Ledbetter seconded. Approved

Approved 10/19/2022
Date


Secretary


Clerk

Superintendent's Report

AUGUST 2022

Treatment Plant

The treatment plant survived beautifully through the summer surge. Effluent quality was exceptional and all permit limits were easily achieved.

We are doing extra testing of the flow in and out of the wetland to determine if it's doing anything. I suspect any benefit is minimal.

Laboratory

We have now passed all our performance evaluation testing and will be applying for lab renewal of all accredited parameters

Technician J's Report

August/Sep 2022

Plant/District performance for Aug/Sep 2022:

| Plant Performance | Monthly |
|---------------------------|----------|
| Flow average (max .053) | .021 MGD |
| CBOD5 reduction(min-85%) | 96.5% |
| Fecal (#/100ml) Max 66 | 1 |
| TSS reduction (min-56%) | 86% |
| Chlorine average(min-.05) | .17 |

| I/I Performance | |
|-------------------------------------|------------------------|
| Systems with Tanks to be replaced | 24 systems 47 tanks |
| Percent of Total No of said systems | 24.5% 203 total |
| # Tanks Replaced Last Month | 0 |

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

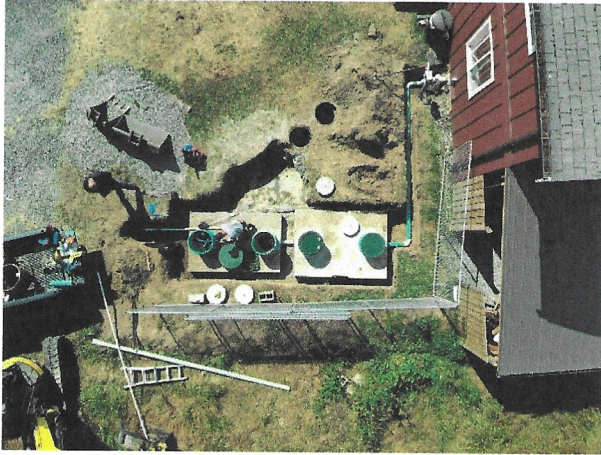
1. School. Alarm. Float fail.
2. 2612 Fish bay rd. clog pre-tank.

Locates

- Normandy lane
- Village road
- Weeks point way.
- Lopez road x 2 for tank replacements

Project Updates: Part 1-tank replacements

- Condo 7/8 scheduled for Sep.
- Tanks at the apartment bldg. on pear tree done by Dirt doc's per Lopez septic design.
- Westlund/view to the west both by Jeff King currently being worked on
- Friendly isle bldg. pricing install out. Also Jeff Clark's doing the same.
- Diane Walters is having jeff king and bill Kimm install her 3 tanks at the end of oct/first of nov.
- Buffums are now on the MRSC roster and will be doing the tanks at Grace church.
- 504 Lopez road currently being done by Avery through Bill Kimm
- Skidmore's done ✓
- Vita's working on design



where pipes are and placement of components



for documenting locates



Just another example.

CLERK REPORT

September 2022

Two notes from August.

On our new Master Rate Schedule, the new amount for labor by our employees is based upon prevailing wage rates for plumbers in San Juan County which we checked on 8/17/2022.

Also, we received a refund check for \$5,779.19 from WASSWD. (Wa Assn. of Sewer and Water Districts) for 2018-2021.

Had a state archivist come to the office to help go through records.

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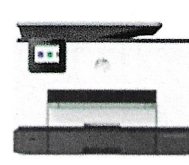
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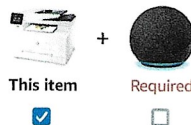
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