

Fisherman Bay Sewer District

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

Monday, November 21, 2022, 10:00am

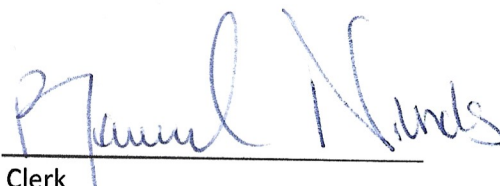
At 295 Village Rd #201 and via Zoom

Special Meeting MINUTES

- I. CALL TO ORDER-10:00AM- Board and Staff in attendance- Justin Jones, Kit Ledbetter, Lauren Stephens, Jason Kramer, Tracy Faulkner. Meeting in office and via Zoom.
- II. REGULAR BUSINESS
- A. Adjustments to Agenda- None
- B. Public Comment (5min limit, speakers must identify themselves)- None
- C. Approval of Minutes of Regular meetings- 10/19/2022 K. Ledbetter moved to approve, J. Jones seconded, Passed.
- D. Approval of Special Meeting- 11/08/2022 L. Stephens moved to approve, K. Ledbetter seconded, passed.
- E. Approval of Vouchers and Payroll
- a. Acct 6641- Claims-10/28/22 (\$22,638.93.00), 11/15/22 (\$5,593.18) K. Ledbetter moved to approve, J.Jones seconded, passed.
- b. Payroll-October payroll total (\$18,539.20) Includes payroll taxes & Insurance K. Ledbetter moved to approve, J.Jones seconded, passed.
- F. Superintendent's Report- None
- G. District Operations Technician's Report- Attached.
- H. Clerk's Report- Attached.
- I. Monthly Budget Report & Monthly Billing Reconciliation- The monthly budget was discussed. The district finances are in good condition.
- a. Confirm Reconciliation- The monthly billing reconciliation was confirmed.
- III. UNFINISHED BUSINESS
- A. Design RFP plan- Kit reported that the RFP ads were placed and the RFP was sent out to engineering firms on the MRSC Roster.
- B. Easements – Lauren reported that our review of easements is complete and only a couple are missing. Those will Be done soon.
- C. 2023 Budget Discussion- Lauren reported on progress on the 2023 budget. The board discussed priorities and medical plan options. The final budget will be presented at a public hearing on November 28 at 11:00am and voted on at a Special Meeting immediately after the hearing.
- IV. NEW BUSINESS
- A. Board Member Items-None.
- B. Next Meeting Public Hearing for Budget 11:00am Monday November 28, 2022 followed by Special Meeting To Approve the Budgets. Our regular monthly meeting will be on December 14, 2022 at 10:00am.
- V. CONCLUDED- Stephens moved to conclude the meeting at 11:00am, Ledbetter seconded. Passed.

Approved 12/14/22
Date


Secretary


Clerk

Technician J's Report

Sep/Oct 2022

Plant/District performance for Sep/Oct 2022:

Plant Performance	Monthly
Flow average (max .053)	.022 MGD
CBOD5 reduction(min-85%)	97%
Fecal (#/100ml) Max 66	<1
TSS reduction (min-56%)	97%
Chlorine average(min-.05)	.13

I/I Performance	
Systems with Tanks to be replaced	22 systems
Percent of Total No of said systems	10% 203 total
# Tanks Replaced Last Month	7

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

1. Smell behind Isabelle's..

Locates

- Lopez RD for condo tank replacement.
- Village rd

Project Updates: Part 1-tank replacements

- Condo 7/8 scheduled for Nov. 28 start
- 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___ pushed off till spring.
- Grace church- Ron Fowler updating design. Buffums will work under bill Kimm's license.
- Vita's working on design

Project Updates: Part 2- New installs

- Lopez Landing- Designs done
- FLIP- getting close
- New Housing Lopez project. Corner of fish bay and weeks rd.

Plant Maintenance Activities

Keep influent flowing... and effluent clean.

CLERK REPORT

November 2022

Got RPF file started as well as got advertising for the Daily Journal of Commerce, islands' Sounder, Islandrs' Weekly, and Journal of San Juans.

Working on the Insurance. More updates to come.

Working on our budget.