

Fisherman Bay Sewer District

P. O. Box 86

Lopez Island, WA 98261

(360) 468-2131

Wednesday, December 14, 2022, 10:00am

At 295 Village Rd #201 and via Zoom

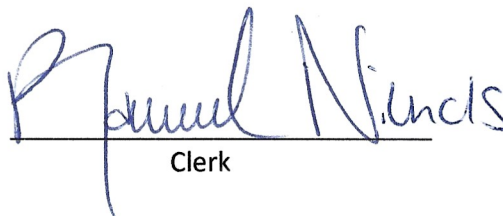
MINUTES

- I. CALL TO ORDER-10:04 AM- 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 –Under New Business- Moved D. to H. Moved B to A.
 - B. Public Comment (5min limit, speakers must identify themselves) -None
 - C. Approval of Minutes of special meetings 11/21/2022, 11/28/22- L. Stephens moved to approve, K. Ledbetter seconded, Approved.
 - D. Approval of Vouchers and Payroll
 - a. Acct 6641- Claims- 11/18/2022 (\$786.17), 11/28/22 (\$5036.39),12/13/22 (\$1306.68)- Kit Ledbetter Moved to approve; Lauren Stephens seconded. Approved.
 - b. Payroll-November payroll total (\$14,479.91) Includes payroll taxes & Insurance- Kit Ledbetter Moved to approve; Lauren Stephens seconded. Approved.
 - E. Superintendent's Report- None
 - F. District Operations Technician's Report-None
 - G. Clerk's Report- Attached
 - H. Monthly Budget Report & Monthly Billing Reconciliation
 - a. Confirm Reconciliation- Confirmed
- III. UNFINISHED BUSINESS
- A. Design RFP plan- Kit- Discussed.
 - B. Liens- Discussed and the clerk was directed to move forward on two liens on properties owned by two customers who are seriously delinquent on there bills.
 - C. FLIP Discussion – The board discussed the new pool filter design and request by flip to accept drainage from the filter. Tracy has consulted with DOE about requirements they have for pool water to septic. FBSD will reopen our agreement with FLIP to address the new issues.
- IV. NEW BUSINESS
- A. COLA Approval per 2023 budget- Kit Ledbetter Moved to approve; Justin Jones seconded. Approved
 - B. Tracy Lab Testing Equipment- Lab Approval- Tracy Reported and no action was taken.
 - C. 2023 Board Meeting Calendar- L. Stephens moved to approve, K. Ledbetter seconded, Approved.
 - D. Kit- PSNR Grant agreement - discussed
 - E. Call with Stephanie Allen- Lauren Reported
 - F. Next Meeting Tuesday January 25, 2023, at 10:00am
 - G. Board Member Items
 - H. Executive Sessions- L. Stephens gave an estimated time of 30 mins at 11:50am to discuss Pending Litigation. Executive session ended 12:10pm. No decisions were made. The board will direct our attorney to move forward on negotiation.
- V. CONCLUDED- 12:10AM
- Guests and staff should be prepared to wear masks.

Approved 1/25/23
Date



Secretary



Clerk

CLERK REPORT

December 2022

RPF File-

- I have a list of all the people who contacted me (8 Total).
- I have the email addresses for everyone that contacted me.
- Classified proof for advertising.
- Our consultant roster
- Hard copy of our RFP

Filled out our paperwork for Regence Health Insurance.

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Lopez Island, WA 98261

Phone – (360) 468-2131

Plant – (360) 468-2724

clerk@fishbaysewer.com

website: fishbaysewer.com

12/26/2022 NMS SCJ
CKG

Pay increases effective ~~1/1/2023~~ (Payable 1/31/2023)

Cola increase approved by FBSD Board 12/14/2022

	New Rate
Tracy Faulkner (tech)	\$31.80
Jason Kramer (asst superintendent)	\$39.20
Roy Light(Acting Superintendent)	\$43.60
Rachel Nichols	\$31.80

Date approved 12/14/2022

Signed 

Signed 

Signed 