

Fisherman Bay Sewer District

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

BOARD OF COMMISSIONERS MEETING

August 28, 2024 at 10:00 am

At 295 Village Rd. Lopez, WA upstairs meeting room and via Zoom

Minutes

REGULAR MONTHLY MEETING OF BOARD OF COMMISSIONERS OF FISHERMAN BAY SEWER DISTRICT

- I. CALL TO ORDER: 10:04AM Commissioners in attendance- Kit Ledbetter, Justin Jones and Lauren Stephens. Staff in attendance - Tracy Faulkner, Jason Kramer, Roy Light, and Meike Meissner. Public in attendance - Travis Porter, Shawn McKone, Claire Miller, Nitsan Yomtov, and Joan Eagen, via Zoom. Meeting held in the meeting room at 295 Village Road, Lopez WA and via Zoom.

II. REGULAR BUSINESS

Adjustment to Agenda: New business A. Introduction of Commerce and Department of Ecology staff moved to beginning of meeting, followed by New Business C: Lopez Food Center update:

- A. Travis Porter and Claire Miller, from the Small Communities Initiative program of the WA Dept of Commerce, and Shawn McKone, from WA Dept of Ecology, introduced themselves and discussed FBSD plant upgrades and Optimization Plan. The AKART (All Known and Reasonable Technology) study is due 12/31/2025 and should address what is economically feasible and reasonable for the District. Optimization Plan is due 3/31/2026 will show how to optimize the current low-tech system that the plant uses to meet the requirements of the Nutrient General Permit. Both will need high level engineering and analysis of possible technologies for the District's future projects.
- B. Nitsan Yomtov and Joan Eagen, representing the Lopez Food Center, queried the methods for determining ERU allocation for new commercial applications. Stephens moved to approve 9 ERU's for the Lopez Food Center, Jones seconded. Motion passed.
- C. Public Comment – no other public present
- D. Approval of Minutes – July 17, 2024 Regular Meeting: Stephens moved to approve minutes as presented, Jones seconded. Motion passed.
- E. Approval of Vouchers and Payroll: Stephens moved to approve all claims and payroll as presented (listed below), Ledbetter seconded. Motion passed.
- a. Acct 6641- Claims 7/29/2024 (\$3,277.34); 8/19/2024 (\$839.00 DOR); 8/19/2024 (\$2,924.58)
 - b. Payroll- payroll 7/25/2024 (\$16,366.47 & \$12,198.50) Includes payroll taxes & Insurance.
- F. Superintendent's Report – attached. Light highlighted his concerns about the constructed wetland's viability.
- G. District Operations Technician's Report - attached
- H. Clerk's Report - attached
- I. Monthly Budget Report, Monthly Billing Reconciliation & Annual Budget Approval
- a. Confirm Reconciliation – Jones moved to confirm monthly billing reconciliation, Ledbetter seconded, motion passed.

III. UNFINISHED BUSINESS

- A. Staff reviewed explanation to FLIP why the District will never accept a drainage of the pool as the small FBSD system cannot handle will be the volume and cleanliness of water from FLIP. Jones will write up new addendum to FLIP contract that will include a penalty clause.


IV. NEW BUSINESS

- A. Stephens motioned approval of Resolution 2024-07: Appointing Auditing Officers for the Purpose of Authorizing the Issuance of Warrants and Electronic Transactions Prior to Board of Commissioners Approval
Roll-call vote: Stephens aye, Ledbetter, aye, Jones aye. Motion passed.
- B. Rate increase discussion included planning for COLA increases and a long-term goal of a reserve amount of \$2 million for future projects.
- C. Next Meeting: September 25, 2024 at 10 a.m.

- V. CONCLUDED: 11:42 AM Stephens moved to conclude; Jones seconded. Approved.

Approved 9/24/24
Date


Secretary


Clerk