

# Fisherman Bay Sewer District

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

## BOARD OF COMMISSIONERS MEETING

June 18, 2025 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: 10:01 AM Commissioners in attendance- Justin Jones, Kit Ledbetter, Randy Wilburn; staff in attendance — Roy Light, Tracy Faulkner, and Meike Meissner. Public: Sandy Bishop, Kevin Cruz, Lorena Cruz. Held in the meeting room at 295 Village Road, Lopez WA and via Zoom.
- II. REGULAR BUSINESS
  - A. Public Comment – none
  - B. Consent Agenda – Ledbetter motioned to approve, Wilburn seconded; motion approved.
    - a. Approval of Minutes – May 21, 2025 Regular Meeting
    - b. Approval of Vouchers & Claims
      - i. Claims
        1. Fund 6641: May 19, 2025 (\$860.85 DOR), medical & dental (\$11,754.18), Cla\$4,782.71; June 9, 2025:\$4,642.91; June 17 \$951.12 April 7, 2025 (\$965.81)
        2. Fund 6642: June 9, 2025 (\$3,482.50)
      - ii. Payroll: May 22, 2025 (\$18,450.05)
    - c. Monthly Budget Report
    - d. Monthly Billing Reconciliation
  - C. Superintendent's Report – Light reported that the difference between the effluent and influent readings will need to be watched, recalibration may be needed.
  - D. District Operations Technician's Report – Faulkner reported on several accounts (Lopez Garage, Housing Lopez, The Galley), and preparing for busy 4<sup>th</sup> of July week with portable toilets ordered for three locations
  - E. Clerk's Report – Meissner reported on progress with new Income Survey
- I. UNFINISHED BUSINESS
  - A. Sandy Bishop, LCLT Executive Director, spoke regarding the Peartree Apartments. The system that is installed will be inspected by Bill Kimm, septic system designer, to help determine what may be going on. Tenants Kevin Cruz and Lorena Cruz spoke to the households very consciously trying to reduce flow but still being over and being frustrated by their efforts having little effect. Account will now be billed to the two households on site; LCLT will be copied on billing and will be responsible for account in the case of non-payment.
  - B. Staff Transitions: Jason Kramer and Roy Light have both resigned effective June 30, 2025. 90-day non-COBRA state continuation will be offered to each for medical insurance. Light is willing to be a contracted consultant to assist in reviewing paperwork. Jones will procure a consultant contract for Light to review. Faulkner will create a job description for a new part-time staff member to help fill in and potentially become a second certified operator.
- II. NEW BUSINESS

- A Wilburn mentioned he is working on removing his property from the Lopez Village UGA and eventually looking to remove property from FBSD.
- B. Next Meeting: Wednesday, July 16, 2025, at 10:00 am

III. CONCLUDED: 11:08 AM Ledbetter moved to conclude; Wilburn seconded. Approved.

Approved 7/16/25  
Date

[Signature]  
Secretary

[Signature]  
Clerk