

Fisherman Bay Sewer District

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

BOARD OF COMMISSIONERS MEETING

June 17, 2026 at 10:00 am

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

Minutes

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

- I. CALL TO ORDER: 10:00AM Commissioners in attendance- Justin Jones, Kit Ledbetter (via Zoom) and Randy Wilburn (via Zoom); staff in attendance – Tracy Faulkner and Meike Meissner. Public: Michael Miller (via Zoom), Travis Porter (Via Zoom), and Wayne Haeefe. Held in the FBSD office suite #201 at 295 Village Road, Lopez WA and via Zoom.

II. REGULAR BUSINESS

- A. Comment – none
- B. Consent Agenda – Wilburn motioned to approve, Ledbetter seconded; motion approved.
 - a. Approval of Minutes – May 20, 2026 Regular Meeting
 - b. Approval of Vouchers & Claims
 - i. Claims
 - 1. Fund 6641: June 1, 2026 (\$1250.99); June 15, 2026 (\$912.01) DOR;
June 15, 2026 (\$10,540.99) Medical & Operating
 - c. Monthly Budget Report
 - d. Monthly Billing Reconciliation
- C. Superintendent's Report - Faulkner reported and gave updates on activities in the District.
- D. Clerk's Report– Meissner reported and gave updates on administrative activities.

III. UNFINISHED BUSINESS

- A. AKART: Wayne Haeefe reported on final steps for AKART submission to Dept of Ecology by June 30, 2026. Travis Porter commented on the nutrient loading requirements that are still to be determined and that this AKART will set up FBSD to reply to requirements once they are set. Haeefe recognized and thanked for his work on this report.
- B. Wetland Remediation Project: Wilburn motioned to approve using remaining funds from PSNR Grant to purchase materials for use in the Wetland Remediation Project, Jones seconded; motion approved.
- C. Innisfree tank issues: Faulkner will invite Innisfree to next meeting to discuss solutions before a more forceful letter from attorney is sent.
- D. FLIP Perlite request for inclusion in system: Faulkner inspected FLIP system and alarmed to see Perlite clogging filters and pumps - "a real mess." FLIP will need to add an extra filter per the originally approved design.
- E. Lopez Landing infrastructure installation and ERU purchase requirements: Faulkner will communicate with San Juan County that Lopez Landing has not purchased any connections except the one for Lot #28, which has been approved. No other connections are approved at this time.
- F. Update on Wilburn parcel progress: Wilburn has filed an application with SJC to trade with another property (Bishop/Miller) for inclusion into the District. He will send an amended agreement to FBSD to reflect the progress made on this.

IV. EXECUTIVE SESSION

11:24 a.m. Recessed into Executive Session for approximately 5 minutes to discuss technician position hiring candidate. No action taken during Executive Session.

11:30 a.m. Regular session reconvened

- G. Technician hiring discussion: Ledbetter motioned to go forward with hiring Chea Knowles for the Wastewater Technician position, Wilburn seconded; motion approved. Start date for Knowles will be July 1, 2026.

V. NEW BUSINESS

- A. Discussion of using secondary entrance through horse pasture for cobble delivery of Wetland Remediation project in 2027, renter (Donna Hasbrouck) has been notified that lease will be terminated to accommodate this work.
B. FBSD ERU inventory update by Faulkner will be added to monthly Superintendent's report
C. Scheduling of annual staff reviews
B. Next Meeting: July 15, 2026, at 10:00 am

- VI. CONCLUDED: 11:34 AM Jones moved to conclude; Wilburn seconded. Motion approved.

Approved

Date

7/15/2026

Clerk

Secretary