

SKAGIT COUNTY SEWER DISTRICT # 2  
BOARD OF COMMISSIONERS' MEETING  
February 16, 2021 Online Zoom Meeting

**CALL TO ORDER**

Brian McMahan called the regular meeting of the Board of Commissioners of Skagit County Sewer District No. 2 to order at 4:06 pm. Board member Tammy Oommen was present. Also present was Kelly Wynn, Brenda Gamache and Nikki Pritchard with Water & Wastewater Services, LLC, and the District's Engineer Roger Kuykendall from Gray & Osborne. There were no members of the public in attendance. The meeting was held online through Zoom.

**PUBLIC FORUM**

**ADOPTION OF MINUTES**

The Commissioners were presented with the Zoom meeting minutes of January 19, 2021 for review and approval.

***A motion was made and seconded to approve minutes for the regular meeting held by Zoom on January 19. Motion 2-0.***

**FINANCIAL REPORTS**

Treasurer's Report

The Skagit County Treasurer's Reports for the month of January were provided to the board.

Cash Position

The Cash Position Report for the month of January was presented to the board.

Estimated Expenses

The Estimated Expenses report for the month of January was presented to the Board.

Collections Report

During the month of January \$89,877.81 was deposited to the Maintenance Fund; \$592.00 was deposited to the Construction Fund; \$ 724.55 was deposited into the grinder pump fee, for total deposits with the Skagit County Treasurer of \$91,194.36.

Delinquent Accounts Report

The delinquent accounts report for January was presented to the board.

***A motion was made and seconded to accept the Financial Reports for January as listed above. All were in favor, motion carried 2-0.***

**DISTRICT MANAGER'S REPORT**

The Commissioners were presented with the District Manager's Report for January.

***A motion was made and seconded to accept the Manager's Reports as presented. All were in favor, motion carried 2-0.***

- Kelly informed the board that the new NPDES permit is currently under review, a copy will be sent to Roger.

**UNFINISHED BUSINESS**

- Lift Station # 9 – Update  
We are still waiting on the O & M manual and a few small electrical spare parts.

**NEW BUSINESS**

None

**APPROVAL OF PRIOR PAYMENT & BILLS PAYABLE VOUCHERS**

2/16/2021 Voucher Total \$ 17,324.11

2/16/2021 Voucher Total \$ 35,172.63

*The board was presented with the current voucher for the month.*

*A motion was made and seconded to approve the current voucher, all were in favor, motion carried 2-0.*

Staff will send out the documents for signing through DocuSign after the meeting tonight.

**MISCELLANEOUS CORRESPONDENCE**

- Brian requested that Commissioner Vacancy be on the agenda for next month.
- We briefly discussed having a website so we can accept online payments.
- Staff is to look into a P-card for the District.

**ADJOURNMENT**

There being no further business Brian McMahan concluded the meeting at 4:31pm.

APPROVED: DocuSigned by:  
Brian McMahan  
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DATE: 3/24/2021

DocuSigned by:  
Tammy Bommen  
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