

SKAGIT COUNTY SEWER DISTRICT # 2  
BOARD OF COMMISSIONERS' MEETING  
May 21, 2024, Hybrid Meeting

**CALL TO ORDER**

Chair Mark Pearson called the regular meeting of the Board of Commissioners of Skagit County Sewer District No. 2 to order at 4:00 pm. Commissioners Chris Anderson and Colby Grobschmit were present. Along with Kevin Wynn, Patty Childers, and DeAnna Wynn of Water & Wastewater Services (WWS), Roger Kuykendall of Gray and Osborne, and one member of the public, Kendon Light.

**PUBLIC FORUM**

Kendon Light questioned the Plant Operations Supervisor total on the March 2024 Profit and Loss Statement Budget vs Actual report. DeAnna Wynn explained that the total was likely the accumulative total of two months. Staff will research this.

**CONSENT AGENDA**

***A motion was made and seconded to approve the Consent Agenda. All were in favor and the motion carried 3-0.***

**DISTRICT MANAGER'S REPORT**

The April Manager's Report was presented. Kevin Wynn of WWS stated the generator block heater repair was completed. The effluent pump couplings have arrived and will be installed in the coming weeks. We are in the process of collecting bids for Blackberry Briar removal. Commissioner Grobschmit mentioned that the algae bloom in lake this year is high and asked if our sewer lines are inspected for leakage to make sure that is not part of the cause. Chair Pearson stated algae bloom happens each year. Kevin Wynn explained how leaks are detected in sewer lines.

**UNFINISHED BUSINESS**

**Overlook Crest-** Roger Kuykendall of Gray and Osborne stated he received emails about age and depth of the sewer line near the Overlook Crest stormwater outfall proposed location. Roger will do research and respond.

**NEW BUSINESS**

- Loan Payment-Patty Childers from WWS presented the 2024 loan payment amount of \$485,320.67 and resolution to invest \$450,000, to move funds from Maintenance Investment Fund to Maintenance Checking account. DeAnna Wynn of WWS stated that for the first time, the loan payment was fully funded by the Maintenance Investment Account.
- Resolution 465-Increase petty cash fund to \$4,500 to pay excise taxes. Patty Childers stated that the Department of Revenue monthly tax due is occasionally surpassing the balance of funds in the petty cash account.

***A motion was made and seconded to approve Resolution 465 to increase the petty cash fund to \$4,500.00. All were in favor and the motion carried 3-0.***

- Memo to Commissioners about office wiring. Patty Childers explained that the lights in the office flicker when the printer is in use and the bathroom light switch dimmer does not work. Kevin Wynn of WWS will contact local electricians on this issue.
- Profit and Loss Budget vs Actual (P&L) report to replace the Estimated Expense Report. The QuickBooks generated P&L will replace Estimated Expense report in future and the Collections Report will no longer be provided as the income information is already provided on the P&L.

Documents will be signed after tonight's meeting.

**ADJOURNMENT**

There being no further business Chair Pearson concluded the meeting at 4:30 pm.

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_