SKAGIT COUNTY SEWER DISTRICT # 2

BOARD OF COMMISSIONERS’ MEETING

June 15, 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 4:00 pm. Board members Tammy Oommen and Chris Anderson were present. Also present were Brenda Gamache and Nikki Pritchard with Water & Wastewater Services, LLC. Kendon Light was there as a member of the public attendance. The meeting was held online through Zoom.

**PUBLIC FORUM**

Kendon Light Requested that the Public Forum be moved to the end of the meeting. It was decided that the Public Forum will not be moved.

**ADOPTION OF MINUTES**

The Commissioners were presented with the Zoom meeting minutes of May 18, 2021,

***A motion was made and seconded to approve the meeting minutes from May 18, 2021. All were in favor and the motion carried 3-0.***

**FINANCIAL REPORTS**

Treasurer’s Report

The Skagit County Treasurer’s Reports for the month of May were provided to the board.

Cash Position

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

Estimated Expenses

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

Collections Report

During the month of May $109,715.65 was deposited to the Maintenance Fund; $3,643.00 was deposited to the Construction Fund; $2,015.76 was deposited into the grinder pump fee, for total deposits with the Skagit County Treasurer of $115,374.41.

Delinquent Accounts Report

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

***A motion was made and seconded to accept the Financial Reports for May as listed above with the exception of the Cash Position. All were in favor, motion carried 3-0***.

The updated Cash Position was emailed out.

**DISTRICT MANAGER’S REPORT**

The Commissioners were presented with the District Manager’s Report for May.

**UNFINISHED BUSINESS**

* Commercial Inventory – Commissioner Chris Anderson is gathering data from Big Lake Bar & Grill on their water consumption and will report findings at the next meeting for the Board to decide if the RCE rate will change. This will go on the July Agenda for new business.
* We need to get Bio’s from Commissioners and pictures for the website.
* Payroll Resolution 450- We are still in the process with this through the county.

**NEW BUSINESS**

* 26307 Gaven Dr, there seems to be an illegal connection, the barn is outfitted as a rental unit but the owner is currently only paying a sewer bill for one unit. We will send a second letter to the resident informing them of the increase in sewer bill and that we will be back billing them as well, we are also in favor of a payment plan.
* We are waiting for an energy report from Will Dan Energy Solutions.
* GFC update by Roger, informational only, on the agenda for July. Providing an updated comp plan to the County should be approximately $100,000.00, this will also be on the July agenda.

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

6/9/21 Voucher Total $ 26,466.00

6/9/21 Voucher Total $4,109.52

6/15/21 Voucher Total $ 16,215.46

The board was presented with the current and prior vouchers for the month.

***A motion was made and seconded to approve the current and prior voucher, all were in favor, motion carried 3-0.***

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

ADJOURNMENT

There being no further business Brian McMahan concluded the meeting at 5:19 pm.

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

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