SKAGIT COUNTY SEWER DISTRICT # 2

BOARD OF COMMISSIONERS’ MEETING

July 20, 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 asked if the incidents that were listed on the invoice from WWS should also be listed on the Manager’s Report.

**ADOPTION OF MINUTES**

The Commissioners were presented with the Zoom meeting minutes of June 15, 2021,

***A motion was made and seconded to approve the meeting minutes from June 15, 2021 with the correction of taking out the approval for the Manager’s Report. 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 June were provided to the board.

Cash Position

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

Estimated Expenses

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

Collections Report

During the month of June $90,181.47 was deposited to the Maintenance Fund; $0.00 was deposited to the Construction Fund; $1,435.83 was deposited into the grinder pump fee, for total deposits with the Skagit County Treasurer of $91,617.30.

Delinquent Accounts Report

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

***A motion was made and seconded to accept the Financial Reports for June as listed above.***

**DISTRICT MANAGER’S REPORT**

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

**UNFINISHED BUSINESS**

* Commercial Inventory – Commissioner Chris Anderson presented the board with a proposal to recalculate and reevaluate the way RCE’s are calculated for the Big Lake Bar & Grill. Chris would like to reduce the RCE’s from 8.5 to 3. ***A motion was made to adjust the RCE count for Big Lake Bar & Grill.The motion to adjust RCE’s failed 2-1.*** We will begin Lien filing in October if allowed for the Big Lake Bar & Grill as well as other Delinquent Accounts.
* 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 and preparing a Resolution for Chester with Skagit County to review and if it passes then we will be able to vote in payroll at the August meeting. Chris Anderson has decided to opt out of the payroll.
* PSE Energy Audit- Sub-contractors have evaluated lighting at the plant and the replacement for a great deal of lighting is ready to be scheduled. We are looking into Solar Energy Grants for next year and may be able to contact PSE for help with this.

**NEW BUSINESS**

* The proposal for the Overlook Crest Development and the Developer Extension Agreement. The developer has submitted for application, paid the $375 for the application and Developer Extension Manual. This will go on the Agenda for August.

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

7/12/21 Voucher Total $ 7,925.36

7/20/21 Voucher Total $ 13,079.50

7/20/21 Voucher Total $ 26,968.50

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 5:02 pm.

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

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