SKAGIT COUNTY SEWER DISTRICT # 2

BOARD OF COMMISSIONERS’ MEETING

August 17, 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 member Tammy Oommen was present, Chris Anderson was not in attendance. Also present were Brenda Gamache and Nikki Pritchard with Water & Wastewater Services, LLC along with Roger Kuykendall with Gray & Osborne and a junior engineer. Kendon Light, Janet Ruhl and John Verdoes were there as members of the public. The meeting was held online through Zoom.

**PUBLIC FORUM**

Kendon Light wanted to discuss the GFC rates from the 2007 DE Agreement with Overlook to reflect the new GFC rates.

**ADOPTION OF MINUTES**

The Commissioners were presented with the Zoom meeting minutes of July 20, 2021,

***A motion was made and seconded to approve the meeting minutes from July 20, 2021. All were in favor and the motion carried 2-0.***

**FINANCIAL REPORTS**

Treasurer’s Report

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

Cash Position

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

Estimated Expenses

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

Collections Report

During the month of July $86,908.36 was deposited to the Maintenance Fund; $0.00 was deposited to the Construction Fund; $1,436.72 was deposited into the grinder pump fee, for total deposits with the Skagit County Treasurer of $88,345.08.

Delinquent Accounts Report

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

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

**DISTRICT MANAGER’S REPORT**

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

**UNFINISHED BUSINESS**

* PSE Energy Audit- PSE came out and made some changes to the lighting, replaced bulbs with LED and installed motion sensor light switch in office restroom.
* We need to get Bio’s from Commissioners and pictures for the website.
* Payroll Resolution 450- ***A motion was made and seconded to approve Resolution 450. All were in favor and motion carried 2-0.***
* Payroll Resolution 451- ***A motion was made and seconded to approve Resolution 450. All were in favor and motion carried 2-0.***
* The proposal for the Overlook Crest Development and the Developer Extension Agreement. ***A motion was made and seconded to approve and accept the new Developer Extension Agreement for 2021. Motion carried 2-0***

**NEW BUSINESS**

* KB Homes LOSS Management Agreement

***The agreement wasn’t complete and will be tabled until September Meeting.***

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

8/09/21 Voucher Total $ 7,491.25

8/17/21 Voucher Total $ 5,613.82

8/17/21 Voucher Total $ 23,635.43

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 2-0.***

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 4:45 pm.

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

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