SKAGIT COUNTY SEWER DISTRICT NO. 2
BOARD OF COMMISSIONERS MEETING MINUTES
July 15, 2025, Hybrid Meeting

Date: July 15, 2025
Time: 4:00 PM
Location: Skagit County Sewer District #2
17079 State Route 9 Mount Vernon, WA 98274

Participants:
Board Members Present, Mark Pearson (Chairman), Roger Kuykendall (Engineer), Kevin Wynn (WWS), Cristina Dotson (WWS), Aby Leibold (Disctrict Office Secretary), Chris Anderson (Commissioner), Colby Grobschmit (Commissioner), Mark and Virginia Reilly (Community Members) and Kendon Light (Community Member).

I. Call to Order
Mark called the regular meeting of the board of commissioners of Skagit County Sewer District No. 2 (SCSD2) to order at 4:00 p.m. Commissioners Chris & Colby were present. Also present were Kevin & Cristina from Water & Wastewater Services (WWS) and Community Members Virginia, Mark, and Kendon. Also in attendance was the new District Office Secretary Aby.

II. Public Comments
The newly appointed District Secretary, Aby, introduced herself and shared her professional background. Kendon raised concerns regarding the transparency of labor-related invoices from WWSVC. In response, WWSVC acknowledged the issue and committed to providing more detailed summaries for all ongoing invoices, noting that they recently transitioned to a new billing software system.

III. Consent Agenda
A motion was made to approve the consent agenda and seconded, which passed the motion unanimously.

IV. Unfinished Business

A. District Manager's Report and Leak Incident
The grinder pump has been repaired, and consideration is being given to rebuilding the existing units as a cost-saving measure. Discussions are underway to develop a strategy for concealing manholes in a manner that ensures both functionality and aesthetic appeal. Work is planned to occur on weekdays only, with no weekend activity, to reduce disruption to nearby residents.

B. Developer Extension Project

Kevin announced that a pre-construction meeting for the Overlook Crest project is scheduled for the following morning. The developer has been advised of the performance bond and all associated requirements. Construction is anticipated to commence on July 28, 2025.

C. Comprehensive Sewer Plan

The sewer plan remains in the drafting phase. Roger reported that Chapters 1 through 3 have been completed, while Chapter 4 is currently under development.

D. Lift Station Updates

A. Station 8

Station 8 is experiencing ongoing challenges regarding site access and easement agreements. Kevin has been tasked with reestablishing communication with the property owner to reach a collaborative resolution. If these discussions do not result in substantive progress, legal intervention may be considered as an alternative course of action.

B. Other Stations

While all stations are generally accessible, concerns have been noted regarding limited access points at Station 4.

E. Delinquent Accounts

The Board requested an update on the status of liens applied to delinquent member accounts. The Secretary reported that actions are currently in progress, with priority given to coordinating with the third-party law firm to ensure all lien records are updated ahead of the August 19, 2025 meeting.

VI. New Business

- **A.** ADU unit charges
- **B.** Sewer rate charges
- **C.** Senior Discount Rate Duration
- **D.** Conference room updates

VII. Action Items

1. Kevin Wynn will consult with legal counsel regarding the easement-related matters
2. Roger Kuykendall to finalize comprehensive plan chapters
3. Kevin Wynn to schedule a site visit with Roger to further assess Lift Station #8 easement situation
4. Roger Kuykendall to distribute new inspector's contact information
5. Commence retrofit activities for submersible transducers at Lift Stations #2 and #8.

VIII. Next Meeting

August 19, 2025, at 4:00pm

IX. Adjournment

Commissioner Pearson concluded the meeting at 5:15 PM.

Approved by: _____ DATE: _____

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