

WEST SOUND UTILITY DISTRICT
Minutes of Meeting of the Board of Commissioners
Held in Office Building
2924 SE Lund Avenue, Port Orchard, WA 98366
Monday, August 20, 2018 at 3:00 p.m.

Chairperson: Susan Way
Vice Chairperson: James J. Hart
Commissioner: Jerry Lundberg

Attending: Randy Screws, General Manager
Brent Winters, Operations Manager
Tracy Fantz, HR/Payroll Manager
Ken Bagwell, District Attorney

The meeting was called to order by Commissioner Way at 3:00 p.m.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

No members of the public were in attendance

CONSENT AGENDA

1. Approval of Regular Board Meeting Minutes of August 6, 2018
2. Approval of Special Board Meeting Minutes of August 7, 2018
3. Approval of Special Board Meeting Minutes of August 13, 2018
4. Approval of Vouchers WSUD #27348 through #27383 in the amount of \$123,053.97
5. Approval of Vouchers SKWRF #14985 through #15006 in the amount of \$41,717.63
6. Approval of August Payroll in the amount of \$186,378.19

Commissioner Hart moved to approve items in the Consent Agenda. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

BOARD DISCUSSION/ACTION

Resolution 756-18, Approve Hiring Marty Grabill/SKWRF Manager

Commissioner Hart moved to approve Resolution 756-18. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

Resolution 757-18, Amending Water/Sewer Rate Policies and Procedures

No Action Taken

Resolution 758-18, Amending Contract with Holt Services, Inc. for Well Rehabilitation Services

Commissioner Hart moved to approve Resolution 758-18. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

ATTORNEY'S REPORT

Attorney Bagwell reported the settlement with Kitsap County has been finalized.

PLANT OPERATIONS REPORT

General Manager Screws reported:

- The payment for the fire claim should be received by the end of the week
- Gave an overview of various CIP projects

OPERATIONS MANAGER'S REPORT

Operations Manager Winters reported:

- Updated the Board on several CIP projects; rising construction costs may result in the District re-evaluating planned projects

HR/PAYROLL MANAGER'S REPORT

HR/Payroll Manager Fantz reported:

- PEBB has published the premiums for the six month period January 2019 through June 2019

GENERAL MANAGER'S REPORT:

General Manager Screws reported:

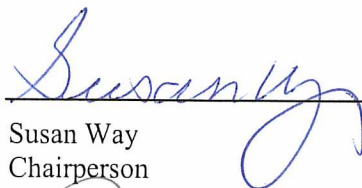
- The City of Port Orchard is sponsoring a fund raising Tree Decorating Contest as part of the 2018 Festival of Chimes
- Discussed scheduling a study session for the purpose of reviewing 2019-2020 CIP budgets; the Board selected September 10th at 8:30 a.m.
- In the process of reviewing active and non-active Resolutions

COMMISSIONER REPORTS

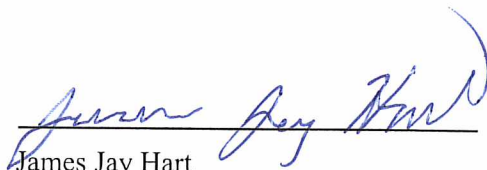
None

ADJOURN

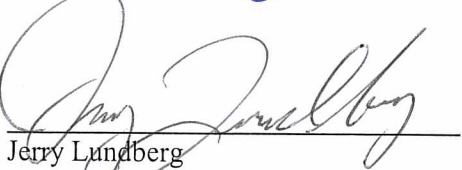
Commissioner Hart moved to adjourn the meeting at 4:00 p.m. The motion was seconded by Commissioner Lundberg; motion approved 3 to 0.



 Susan Way
 Chairperson



 James Jay Hart
 Vice-Chairperson



 Jerry Lundberg
 Secretary

**PAYROLL AND ACCOUNTS PAYABLE VOUCHER INFORMATION
AUGUST 20, 2018 WEST SOUND UTILITY DISTRICT BOARD MEETING**

AUGUST 2018	91925	SEWER OPERATIONS	66,236.81
	91926	WATER OPERATIONS	58,322.85
	91927	INFORMATION TECHNOLOGY	12,497.75
	91928	SKWRF	<u>49,320.78</u>
	GRAND TOTAL PAYROLL ALL FUNDS:		<u><u>186,378.19</u></u>

ACCOUNTS PAYABLE: DISTRICT

District vouchers #27348 through #27383 issued 08/21/18 in the amount of \$123,053.97:

Fund 91924 - WTR/WW Rev & Res Bond Fund	0.00
Fund 91925 - Wastewater Operating Fund	8,453.24
Fund 91926 - Water Operating Fund	42,816.55
Fund 91927 - Information Technology Fund	13,435.61
Fund 91930 - Water Capital Improvement fund	58,348.57
Fund 91933 - Sewer Capital Improvement Fund	<u>0.00</u>
TOTAL DISTRICT ACCOUNTS PAYABLE	123,053.97

SKWRF

SKWRF vouchers #14985 through #15006 issued 08/21/18 in the amount of \$41,717.63:

Fund 91928 - SKWRF Operating Fund	41,646.00
Fund 91931 - SKWRF Capital Improvement Fund	71.63
Fund 91932 - SKWRF ER&R	<u>0.00</u>
TOTAL SKWRF ACCOUNTS PAYABLE	41,717.63

GRAND TOTAL ACCOUNTS PAYABLE ALL FUNDS	<u><u>164,771.60</u></u>
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