

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, November 3, 2014 3:00 p.m.

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Chairperson: Jim Hart  
Vice Chairperson: Jerry Lundberg  
Commissioner: Susan Way

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Attending: Michael Wilson, General Manager  
Brent Winters, Operations Manager  
Michael Whitehead, IT Manager  
Randy Screws, SKWRF Plant Manager  
Tracy Fantz, Assistant Finance Manager

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

PUBLIC COMMENTS ON NON-AGENDA ITEMS

CONSENT AGENDA

1. Approval of Board Meeting Minutes of October 20, 2014
2. Approval of Vouchers WSUD #23467 through #23501 in the amount of \$18,017.65
3. Approval of Vouchers SKWRF #12768 through #12784 in the amount of \$19,536.97

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

BOARD DISCUSSION/ACTION

Resolution 522-14, Bid Award SKWRF Digester Lids

Commissioner Way moved to approve Resolution 522-14. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

Resolution 525-14, Surplus Property

Commissioner Way moved to approve Resolution 525-14. The motion was seconded by Commissioner Lundberg; motion approved 3-0.

Discussion: City of Port Orchard Amendment to Comprehensive Plan

General Manager Wilson advised the Board that the City of Port Orchard had been considering an amendment to their Comp Plan. This proposal to change the urban growth boundaries has been withdrawn.

ATTORNEY'S REPORT

Not Present

PLANT OPERATIONS REPORT

Plant Manager Screws reported on several projects including the DNR Lease for Outfall, Digester Lid Replacement, Retaining Wall, Upper Driveway, De-chlorination and the Mixed Liquor waste line. He also reported the quarterly PNCWA Section Meeting is this week and that elementary students will be touring the District and Treatment Facility on November 14<sup>th</sup>.

OPERATION MANAGER'S REPORT

Operations Manager Winters reported on the Villa Carmel, Sinclair and Aidan Lift Station Rehabilitations. He also updated the Board on the status of Silverview Phase 2, Nathan's Glen and the Conifer Park Water Main Extension.

IT MANAGER'S REPORT

IT Manager Whitehead reported that VueWorks is progressing and the Treatment Plant will go live this week with their first build out. He is working with Hartstene Point staff and they will have remote access to Springbrook. The upgrades to the district camera system have been successfully completed.

ASSISTANT FINANCE MANAGER'S REPORT

Assistant Finance Manager Fantz reported that we are receiving restitution payments from a vandalism incident in 2010.

GENERAL MANAGER'S REPORT

The General Manager reported that he met with property owners interested in the Phillips Rd. ULID. A community meeting will be held toward the end of November giving the public an opportunity to get information and ask questions. General Manager Wilson provided the Commissioners with a list of staff certifications.

COMMISSIONER REPORTS

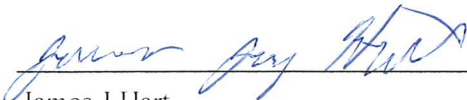
Commissioners Hart and Way attended Section II and SAC meetings. Commissioner Hart reported on various legislative topics that WASWD is following.

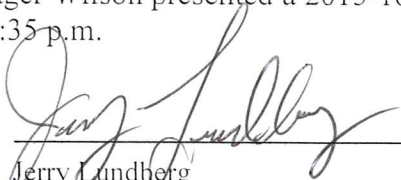
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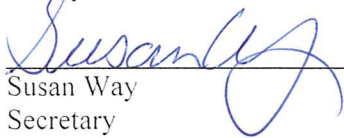
Commissioner Way moved and Commissioner Lundberg seconded the motion to adjourn the regular meeting at 4:00 p.m., motion approved 3-0.

Study Session: Resolution 523-14, WSUD & SKWRF 2015-16 Biennial Budgets

The study session began at 4:05 p.m. General Manager Wilson presented a 2015-16 Biennial Budget overview. The study session concluded at 5:35 p.m.

  
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James J Hart  
Chairperson

  
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Jerry Lundberg  
Vice-Chair

  
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Susan Way  
Secretary

**PAYROLL AND ACCOUNTS PAYABLE VOUCHER INFORMATION  
NOVEMBER 3, 2014 WSUD BOARD MEETING**

NOVEMBER PAYROLL:	91925	SEWER OPERATIONS	N/A
	91926	WATER OPERATIONS	N/A
	91927	INFORMATION TECHNOLOGY	N/A
	91928	SKWRF	N/A
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		<b>GRAND TOTAL PAYROLL ALL FUNDS:</b>	<b>0.00</b>
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**ACCOUNTS PAYABLE: DISTRICT**

District vouchers #23467 through #23501 issued 11/10/14 in the amount of \$18,017.65:

Fund 91925 - Wastewater Operating Fund	8,249.34
Fund 91926 - Water Operating Fund	5,641.98
Fund 91927 - Information Technology Fund	413.46
Fund 91930 - Water Capital Improvement fund	3,712.87
Fund 91933 - Sewer Capital Improvement Fund	0.00

**TOTAL DISTRICT ACCOUNTS PAYABLE** **18,017.65**

**SKWRF**

SKWRF vouchers #12768 through #12784 issued 11/10/14 in the amount of \$19,536.97:

Fund 91928 - SKWRF Operating Fund	19,536.97
Fund 91931 - SKWRF Capital Improvement Fund	0.00
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**TOTAL SKWRF ACCOUNTS PAYABLE** **19,536.97**

**GRAND TOTAL ACCOUNTS PAYABLE ALL FUNDS** **37,554.62**

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