

Board of Commissioners Meeting
November 8, 2011

I. The meeting was called to order at 9:00 a.m. by President Pepper Putnam. Also in attendance were Albert Friess, Jim Larison, Mike Langley and Celeste Lilley.

II. The minutes of the October 11th regular meeting, the budget meeting on October 25th and the meeting with Paul Haines, City of Sequim, on November 3rd were approved.

III. The financial report had not yet been completed as Celeste had just returned from vacation. It will be available later in the week. The new petty cash account at First Federal had been opened, and the Board signed a letter of authorization for Celeste to make inquiries about the account.

IV. The Manager's report was reviewed and discussed and is appended to these minutes.

V. Old Business

A. The latest revision of the 2012 budget was discussed and approved. Due to state mandated improvements and those needed for health and safety reasons totaling \$176,500, and other maintenance, repair and upgrades that are necessary next fiscal year, a special assessment of \$88.00 per connection will be required to balance the budget.

B. The Biosolids Contract with the City of Sequim should be received for review within 60 days. Commissioner Larison had done an analysis of the proposed payoff amounts to show how SWD may be able to pay off the participation principal earlier and save a large amount of interest. These figures are available in the SWD office.

C. Commissioner Friess stated that he was still in negotiations regarding the County Franchise Agreement. He stated that the County cannot require SWD to sign one, but that it may be in SWD's best interest to do so.

VI. New Business

A. An employee meeting was scheduled for December 1st. Safety measures will be discussed.

B. There was discussion about holding a "Town Meeting" sometime near the first week in May, 2012, to update customers on SWD activities.

C. Relief from a \$250 re-connect fee was approved due to special circumstances.

VII. Checks and warrants will be signed later in the week.

VIII. The meeting adjourned at 10:50 a.m. The next regular meeting is scheduled for December 13th.

Respectfully submitted,

Albert Friess, Secretary