

WEST SOUND UTILITY DISTRICT  
Minutes of Regular Meeting of the Board of Commissioners  
Held in Office Building  
2924 SE Lund Avenue, Port Orchard, WA 98366  
Monday, November 16, 2009

---

Chairperson: Jerry Lundberg  
Vice Chairperson: James Hart  
Secretary: Bill Huntington  
Commissioner: Jeannie Screws  
Commissioner: Susan Way

---

Attending: Larry Curles, General Manager  
Denita Patton, Finance Manager  
Sue Fowler, Customer Service Manager  
Joe Redfern, Operations Foreman  
Rassy Elliott, Accounting Specialist  
Richard Gross, District Attorney

The meeting was called to order by Commissioner Lundberg at 4:30 PM

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

BOARD DISCUSSION/ACTION

Approval of Board Minutes, September 21<sup>st</sup>, 2009

Commissioner Huntington moved to approve the minutes of the September 21<sup>st</sup> Board meeting. The motion, seconded by Commissioner Way, passed unanimously.

Approval of Board Minutes, November 2, 2009

Commissioner Hart moved to approve the minutes of the November 2<sup>nd</sup> Board meeting. The motion, seconded by Commissioner Screws, passed unanimously.

Inclusion in Kitsap County Energy Efficiency Block Grant

General Manager Curles informed the Board that Kitsap County had invited the District to participate in its Energy Efficiency Block Grant application. It is seeking to identify at least \$5 million in eligible projects for the application. The District and City will submit the methane-fueled electrical generation project.

## ATTORNEY'S REPORT

District Attorney Gross had nothing to report at this meeting.

## PLANT MANAGER'S REPORT

Plant Manager John Poppe was at a conference.

## OPERATIONS FOREMAN'S REPORT

Operations Foreman Joe Redfern reported on the following:

- The Sedgwick Road Water and Sewer Improvements are completed.
- The Seismic Valve at the Salmonberry 2 MG tank is operational, but still needs some programming.
- Nicholson Well Drilling has completed drilling for the deepening of Well 9. The hydrogeologist will now gather and evaluate data on the new depth.
- One of the pumps at the Grandridge sewer lift station failed and had to be replaced.

## FINANCE MANAGER'S REPORT

Finance Manager Denita Patton reported that the 2010 budget is being reviewed to verify that the bond coverage has been met.

## CUSTOMER SERVICE MANAGER'S REPORT

Customer Service Manager Sue Fowler reported the staff is setting up the accounts for Hartstene Pointe.

- The Hartstene Pointe customers have been notified that the change has been made and West Sound will provide customer service.
- The Hartstene Pointe files have been provided to West Sound and catalogued.
- Springbrook has completed the modification of the utility billing files to accommodate Hartstene Pointe.

## GENERAL MANAGER'S REPORT

General Manager Larry Curles reported on the following:

- Bill Lathum and Randy Screws are actively operating the Hartstene Pointe systems. There are maintenance issues with that system.
- The Budget workshop is Wednesday.
- The Section 2 meeting is Thursday.

SIGN VOUCHERS AND RESOLUTIONS

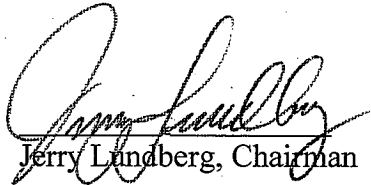
The Board signed the accounts payable vouchers and payroll, as indicated on the attached summary sheet.


COMMISSIONER'S REPORT

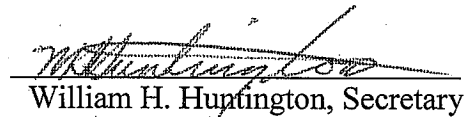
- Commissioner Hart noted that a manhole on Jackson Avenue had settled and needs to be adjusted.

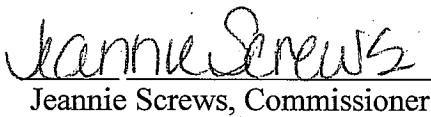
ADJOURN

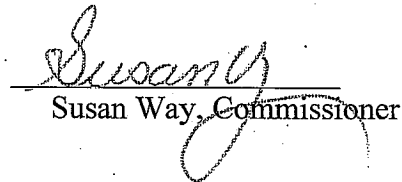
Commissioner Screws moved to adjourn the Board meeting. The motion, seconded by Commissioner Hart, passed unanimously. The meeting was adjourned at 4:50 p.m.

  
Jerry Lundberg, Chairman

  
James J. Hart, Vice Chairman

  
William H. Huntington, Secretary

  
Jeannie Screws, Commissioner

  
Susan Way, Commissioner

**PAYROLL AND ACCOUNTS PAYABLE VOUCHER INFORMATION  
NOVEMBER 16, 2009 WSUD BOARD MEETING**

|                               |              |                   |
|-------------------------------|--------------|-------------------|
| <b>NOVEMBER 2009 PAYROLL:</b> | <b>91926</b> | <b>116,680.92</b> |
|                               | <b>91928</b> | <b>55,750.08</b>  |

| <b>ACCOUNTS PAYABLE:</b> | <b>VOUCHER<br/>NUMBERS</b> |                   |
|--------------------------|----------------------------|-------------------|
| <b>91926</b>             | 17437 - 17463              | 17,053.90         |
|                          | 17464 - 17465              | 5,200.27          |
|                          | 17466 - 17486              | 35,228.76         |
|                          | 17487-Void                 |                   |
|                          | 17488 - 17493              | 2,563.88          |
|                          | 17495                      | <u>88,560.43</u>  |
|                          | <b>TOTAL 91926:</b>        | <b>148,607.24</b> |

|              |                     |                  |
|--------------|---------------------|------------------|
| <b>91928</b> | 8742 - 8760         | 42,432.48        |
|              | 8761 - 8776         | 10,809.55        |
|              | 8777-Void           |                  |
|              | 8778 - 8782         | 855.31           |
|              | 8785                | <u>39,172.57</u> |
|              | <b>TOTAL 91928:</b> | <b>93,269.91</b> |

|              |                     |                  |
|--------------|---------------------|------------------|
| <b>91932</b> | 8738 - 8741         | 11,365.15        |
|              | 8783 - 8784         | <u>2,153.84</u>  |
|              | <b>TOTAL 91932:</b> | <b>13,518.99</b> |

|              |                     |                         |
|--------------|---------------------|-------------------------|
| <b>91933</b> | 17494               | 29,717.29               |
|              | <b>TOTAL 91933:</b> | <u><b>29,717.29</b></u> |