SEWER ADVISORY COMMITTEE
MEETING MINUTES
October 22, 2014

The Sewer Advisory Committee (SAC) met at West Sound Utility District Offices, 2924 SE Lund Avenue and the meeting was called to order at 6:31 PM by Commissioner Lundberg.

Those attending the meeting were Councilmembers Chang, Putaansuu, and Lucarelli; West Sound Utility District Commissioners Hart, Way, and Lundberg; Assistant City Engineer Archer-Parsons, Plant Manager Screws, and General Manager Wilson. Councilman Clauson was unable to attend.

APPROVAL OF MINUTES

Commissioner Hart moved to approve the SAC minutes for the August 27, 2014 meeting. The motion, seconded by Councilman Putaansuu, passed. Councilmembers Lucarelli and Chang abstained since they were not at the meeting.

CAPITAL PROJECTS UPDATE

Plant Manager Screws reported that the retaining wall modification will be done in mid-November. An RFP was solicited to six contractors with three responding and one bidding. Bids were solicited to supply and install replacement digester lids. Two companies were able to bid on installation of the lids. Project has been pushed to a 2015 project to install the new lids. This was to secure reduced pricing for multiple purchases.

2015-16 PROGRAM CHALLENGES

General Manager Wilson reported the reclaimed water program, Class A biosolids, and MBR system are the cornerstone of the biennial budget. Plant Manager Screws reported that the reclaimed water was used by the Veteran’s Home this year, and will be again next year, but there are issues appearing with the MBR system with 30% of the cassettes lost and metal fatigue appearing in the frames and support structures. General Manager Wilson reported that Reclaimed Water was offered to and declined by South Kitsap School District, Kitsap County Parks, and Kitsap Transit, cost was the most common reason. Plant Manager Screws presented a basic analysis of what will occur if the MBR were to be removed from the treatment stream completely, but will be looking to have a consultant hired to perform a more in depth analysis before the proposed scheduled replacement in 2017 under the Capital Improvement Program. Plant Manager Screws reported that Class A Biosolids are viable, but would recommend proceeding cautiously until the new domes are on and working and some equipment upgrades are completed in the facility to improve efficiencies.

SKWRF 2015-2016 BIENNIAL BUDGET

General Manager Wilson reported that biennial budgeting started 2 years ago and is very successful. The 2015-2016 budget parallels the 2013-2014 budget and continues with GFOA Standards. ER&R is proposing the purchase of a new dump truck in 2016 to replace the aged dump truck currently at the Plant. The staffing position of Senior Plant Operator has been removed as this has become the Plant Manager. The Staffing Policies are very similar to the last budget.

MEETINGS

The next meeting is 6:30 PM, November 19, 2014 at West Sound Utility District Offices.

Future meetings (as they are needed) are at 6:30 PM: TBD

SAC meetings are typically the 3rd Wednesday of each month.
Motion to adjourn made by Councilman Putaansuu and seconded by Commissioner Hart. Motion passed unanimously. The meeting adjourned at 8:17 PM.

West Sound Utility District

Jerry Lundberg
James J. Hart
Susan Way

City of Port Orchard

ABSENT
John Clauson
Cindy Lucarelli
Rob Putaansuu

Fred Chang
Fred Chang