



BLACK LAKE SPECIAL DISTRICT

Black Lake Special District Meeting
Monday, March 18, 2023 • 6:15 pm

ACTION ITEMS:

- Lake will send the signed Services Agreement with Northwest Aquatic Management to OrgSupport to file on the NAS.
- Kirk will send an example of his suggestions for the agenda format to OrgSupport.

MINUTES:

1. Call to Order – **Chair Stintzi called the meeting to order at 6:17 pm.**
2. Roll Call
 - a. Present
 - i. Lake Stintzi
 - ii. Kirk Vanlandeghen
 - iii. Cory Freeborn
3. Approval of Agenda – **It was moved, seconded, and was unanimously passed to approve the agenda as presented.**
4. Approval of Consent Agenda - **It was moved, seconded, and was unanimously passed to approve the consent agenda as presented.**

| (Funds) | Total |
|-------------------|------------|
| Voucher (Warrant) | |
| Invoices #1-4 | \$7,304.63 |

Attachments:

February 20, 2024 Minutes

Financials

New Payment Transmittal and Invoices

5. Old Business
 - a. Ditch Maintenance – Lake sent an email to Stormwater to ask about ditch maintenance as it looks a bit higher than it usually is. Road services will remove beaver dams if they are within the county jurisdiction.
 - b. Unsigned Payment Transmittals from previous meetings (attached) – There are four unsigned payment transmittals attached in the board packet. At least two signatures are needed on the transmittals before they can be processed by the county. No payments have been made since November. If there are issues with signing, please let Lake know. Warrant Requests will be left in the foyer if needed but the doors will be locked after 4:30 pm on weekdays and on weekends. Once the required amount of signatures has been obtained, an email will be sent to board members to notify them that the form has been completed.
 - c. Digital Signatures for Board Members – Board members need to provide a blank, signed paper to be turned into digital signatures to be used on internal documents.
6. New Business
 - a. Approval of Services Agreement with Northwest Aquatic Management (agreement attached) – The board approves of the service agreement and directs Lake to sign the agreement. *Lake will send the signed Services Agreement with Northwest Aquatic Management to OrgSupport to file on the NAS.*



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- b. Info regarding sales tax for services provided in bare water environments (email from DOR attached) – NW Aquatic sent a document from the DOR to outline that this service is not subject to the sales and use tax in WA.
 - i. Election of Board Chair, Vice-Chair, Secretary (extract from Resolution 17-02, duties/responsibilities, attached) – **It was moved by Lake, seconded by Kirk, and was unanimously passed to designate Commissioner Stintzi as the Chair, Commissioner Vanlandeghen as Vice-Chair and Commissioner Freeborn as Secretary.**
7. Items from the Floor
 - a. Cory needs more information in order to obtain the bond. *Craig will send the BLSA bond information to Cory.*
 - b. Craig discussed bond reimbursement for board service.
 - c. Lake's reimbursement request was not added to this month's warrant transmittal. *OrgSupport will ensure that Lake's past reimbursement request is included in next month's warrant requests.*
 - d. *Kirk will send an example of his suggestions for the agenda format to OrgSupport.*
8. Public Communication – *Limit of 3 minutes per person. Meeting minutes will only reflect the name of the person speaking.
9. Adjournment of Public Meeting – **Chair Stintzi adjourned the meeting at 7:00 PM.**

Next Meeting: April 15, 2024