

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting of
January 23, 2017

Commissioner John Elsasser called the meeting to order at 5:30 p.m. Mike Harrigan and Lora Petso were present. Also in attendance were Lynne Danielson, Kelly Boswell, Dustin Ensminger and Joe Bennett.

CHANGES OR ADDITIONS TO THE AGENDA

Add: Well and Sewer Back-up Updates

PERSONS TO BE HEARD

Jona Ferguson (formally Henrickson) attended the meeting to discuss the back bill for water usage that she received from the District after she sold her home. Ms. Ferguson feels that it was District's error in that they did not catch that she was not being billed for water usage for many years due to a stuck meter. The position of the district is that the water was used and State Law allows for back billing up to six years for this type of scenario. The District's policy is to back-bill for three years.

An Executive session was called and the guests in attendance were asked to leave the room.

EXECUTIVE SESSION

At 5:48 p.m., the Board entered into an Executive Session to discuss legal issue in accordance with RCW 42.30.110(1)(i) for ten (10) minutes.

The regularly meeting resumed at 5:58 p.m.

Joe Bennett explained the District's position to the Board and Ms. Ferguson. At this time John Elsasser made a motion to move the balance of the back bill to the homeowner account.

Moved:	John Elsasser
Second:	Mike Harrigan
Passed:	Unanimous. Motion carried

Ms. Ferguson and her guest left the meeting. The regular meeting resumed.

CONSENT CALENDAR

- a) Sign the Regular Meeting of December 19, 2016
- b) Approve the Regular Meeting of January 3, 2017
- c) Approval of the 2016 Maintenance Fund Vouchers #16-823 through #16-845 for \$77,068.97
- d) Approval of the 2017 Maintenance Fund Vouchers #17-010 through #17-036 for \$71,248.37
- e) Approval of the 2016 Capital Fund Vouchers #and #16-846 for \$5,425.10
- f) Approval of the 2016 Construction Fund Vouchers #16-847 through #16-850 for \$33,477.46

Action: Motion to approve the consent calendar with corrections to the minutes.

Moved: Lora Petso
Second: John Elsasser
Passed: Unanimous. Motion carried

Information:

- a) 2016 Seattle Wholesale Annual Survey Report
The Report was presented to the Board for review.
- b) Well Project Update
The Board was notified that there will be a Well Update at the next meeting and the neighbors will be invited.

Discussion:

- c) Financial Policies: Updated
Tabled for further discussion.
- d) Adopt Resolution 1052 - 2017 Sewer Rates

Action: Motion to adopt Resolution 1052 - 2017 Sewer Rates.

Moved: Lora Petso
Second: John Elsasser
Passed: Unanimous. Motion carried

- e) Adopt Resolution 1053 - 2017 Water Rates

Action: Motion to adopt Resolution 1053 - 2017 Water Rates

Moved: Lora Petso
Second: Mike Harrigan
Passed: Unanimous. Motion carried

- f) Adopt HRA VEBA Policy

Action: Motion to adopt HRA VEBA Policy

Moved: John Elsasser
Second: Mike Harrigan
Passed: Motion carried 2 to 1 with Lora Petso voting no.

- g) Final Version of the 2016 Water Comprehensive Plan
The Board was updated on the Comp Plan and that a SEPA will be set for February 6.

Action: Issue the SEPA DNS and schedule a Public Hearing for adoption of the SEPA on February 6, 2017.

Moved: Lora Petso
Second: John Elsasser
Passed: Unanimous. Motion carried

ADMINISTRATION SERVICES MANAGER'S REPORT

Information:

a) 4th quarter Report

The fourth quarter report was discussed with the Board.

b) Sewer Back-up Update

The Board was updated on the sewer back-up customer from July of 2016. The District had aided the customer even though it was the City of Edmonds project. The customer is asking for additional reimbursement. The customer was told to submit a claim to the contractor or the City of Edmonds.

c) WASWD Letter to the Board

A letter from WASWD welcoming us back into the associates was presented to the Board.

d) Employee Appreciations Dinner – April 8th, 2017

The Board was informed of the appreciation dinner for staff. Staff is asking for funds for the dinner.

Action: Motion to Approve \$2,200 for the Employee Appreciation Dinner.

Moved: Mike Harrigan

Second: John Elsasser

Passed: Unanimous. Motion carried

OPERATIONS MANAGER'S REPORT

Information

a) Introduce Dustin Ensminger

Dustin introduced himself to the Board and gave them his work background.

b) Agency / Vendor Introductions

Dustin let the Board know that he had already met with City of Edmonds staff members and others Districts to make introductions.

c) Scrap Metals

Scrap metals will be picked up by a vendor instead of crew having to take the time to get rid of the metals.

d) Foreman Vacancy

The Foreman vacancy was discussed with the Board.

e) Utility Locate Tickets

The District will be moving to an online version of receiving locate tickets.

f) Meter Replacement Program

The Board was informed that the larger, older meters will be assessed and replaced for better efficiency.

ATTORNEY'S REPORT

OVWSD Regular Board Meeting of January 23, 2017

There was no report at this meeting.

COMMISSIONER'S REPORT

Lora Petso reported on the Sno-King and Section III Meeting she attended.

EXECUTIVE SESSION

At 7:25 p.m., the Board entered into an Executive Session to discuss personnel issue in accordance with RCW 42.30.110 (1)(g) for thirty (30) minutes and then was extended for an additional thirty (30) minutes.

The regularly meeting resumed at 8:25 p.m.


NEXT BOARD MEETING

The next regular scheduled meeting is February 6, 2017.


The meeting adjourned 8:25 p.m.

Transcribed by: Kelly Boswell

APPROVED



John E. Elsasser, President



Mike D. Harrigan, Vice-President



Lora L. Petso, Secretary