

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting of
September 19, 2016

Commissioner John Elsasser called the meeting to order at 5:30 p.m. Lora Petso was present. Also in attendance were Lynne Danielson and Al Hendricks.

CHANGES OR ADDITIONS TO THE AGENDA

PERSONS TO BE HEARD

There were no persons to be heard.

CONSENT CALENDAR

- a) Sign the Special Meeting Minutes of August 8, 2016
- b) Sign the Special Meeting Minutes of August 22, 2016
- c) Sign the Special Minutes of August 29, 2016
- d) Sign the Regular Meeting of August 15, 2016
- e) Approve the Regular Meeting of September 6, 2016
- f) Approval of the Maintenance Fund Vouchers #16-546 through #16-577 for \$336,006.36
- g) Approval of the Construction Voucher #16-578 for \$511.20
- h) Approval of the Capital Fund Voucher #16-579 for \$1,768.75

Action: Motion to approve the consent calendar

Moved: John Elsasser

Second: Lora Petso

Passed: Unanimous. Motion carried

GENERAL MANAGER'S REPORT

Information:

- a) The Board was informed of the passing of Commissioner Margaret Wiggins, Northshore Utility District and retired Commissioner Kathy Keen, King County WD #20.

Discussion:

- b) Teambuilding - Daphne Schneider Proposal

Action: Approve the September 12, 2016 Amendment to the current contract providing additional services to the Board and District staff and managers.

Moved: John Elsasser

Second: Lora Petso

Passed: Unanimous. Motion carried

- c) Salary Range for Operations Manager Position
The position announcement has been posted in house for the last seven (7) days. The position will be open to the public on Tuesday, September 20, 2016 until October 7, 2016. A salary range for the position is needed. Current comparable salaries were given to the Board for consideration.

Action: Motion to set the salary range for the Operations Manager position at \$85,000 to \$105,000.

Moved: John Elsasser

Second: Lora Petso

Passed: Unanimous. Motion carried

d) Proposed City of Edmonds Wastewater Treatment Plant Contract

The current contract with the City of Edmonds, Ronald Wastewater and Mountlake Terrace addressing the joint ownership of capacity in the Edmonds Wastewater Treatment Plant is expiring in 2018. Several years back, Roger Eberhart, General Manager at the time, and the other members of the Oversight Committee began the process of renegotiating the contract. The committee has reached a final draft. This draft was presented to the Board. Comments were made and will be taken back to the Committee for discussion. The Board also requested that a document comparing the original with the proposed be prepared.

e) Cross Connection

Notification to the land use authority regarding customers who have failed to test their devices and have not made arrangements with the District are due. There are currently 28 customers who have not completed their test for 2016.

Action: Motion to notify the land use authority and the customers of potential disconnection due to the failure to test backflow devices in compliance with District policy and state law.

Moved: John Elsasser

Second: Lora Petso

Passed: Unanimous. Motion carried

f) Risk Management Pool - Semi-Annual Meeting - will be held on October 20, 2016 at Lynnwood Convention Center. Commissioners Elsasser and Petso are interested but not able to commit to attending at this time.

ADMINISTRATION SERVICES MANAGER'S REPORT

Currently in training.

OPERATIONS MANAGER'S REPORT

There was no report at this meeting.

ATTORNEY'S REPORT

There was no report at this meeting.

COMMISSIONER'S REPORT

Lora Petso reported on the Snoking meetings she attended. SnoKing will be talking with Joe Bennett to address some questions the group has regarding actions. Commissioner Elsasser will not be able to attend the meeting on October 3, 2016 and has requested that he be excused.

Action: Motion to excuse Commissioner John Elsasser from the meeting on October 3, 2016.

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

EXECUTIVE SESSION

None


NEXT BOARD MEETING

The next regular scheduled meeting is October 3, 2016.

The meeting adjourned 6:40 p.m.

Transcribed by: Lynne Danielson

APPROVED



John E. Elsasser, President



Mike D. Harrigan, Vice-President



Lora L. Petso, Secretary