

OLYMPIC VIEW WATER AND SEWER DISTRICT
Rescheduled Regular Business Meeting of
January 26, 2015

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

CHANGES OR ADDITIONS TO THE AGENDA:

Add Robinson Noble Change Order and Technical Memo from HDR to the General Managers Report.

PERSONS TO BE HEARD:

Susan Boyd from PACE Engineers was in attendance to discuss the Draft Amendment to the Sewer Comprehensive Plan with the Board.

Susan Boyd left the meeting at 6:10 p.m.

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of December 15, 2014
- b) Approval of the Minutes of the Regular Business Meeting of January 5, 2015
- c) Approval of 2014 Maintenance Fund Vouchers #14-850 through #14-882 and #14-888 for \$139,420.58;
- d) Approval of 2014 Construction Fund Voucher #14-883 through #14-885 for \$7,452.14;
- e) Approval of 2014 Capital Fund Voucher #14-886 and #14-887 for \$878.36;
- f) Approval of 2015 Maintenance Fund Vouchers #15-006 through #15-025 for \$62,586.00

Action: Motion to approve the consent calendar.

Moved: Lora Petso

Second: Mike Harrigan

Vote was unanimous and motion carried.

GENERAL MANAGER'S REPORT:

Information:

- a) Letter to Well Site Customers

The Board was notified of a letter that was sent to all neighbors of the well site to explain the next stages of work at the property.

- b) PWTF Infrastructure Update report

A White Paper distributed by the PWTF was presented to the Board on information about the loans program status for the 2015-2017 budget.

- c) Technical Memorandum – HDR Well Water Report
The Board was presented with the Draft Technical Report on the quality of the water tested at the well site.

Discussion:

- d) 224th Avenue Repair Project
The bids for the 224th Ave Repair Project were received with Laser Underground coming in as the lowest bidder. Lora Petso has concerns that Laser was the original contractor on the 224th Project and felt that they did not complete the job properly the first time and now the District is having to fix sink holes that occurred after the job was complete.

Action: Award the Contract for the 224th Avenue repair project to Laser Underground and authorize the GM to execute the contract for services.

Moved: Mike Harrigan
Second: John Elsasser

Vote was 2-1 with Commissioner Petso voting no.

- e) Resolution 1033 – Surplus Meters

Action: Approve Resolution 1033 to surplus meters for 2014

Moved: John Elsasser
Second: Mike Harrigan

Vote was unanimous and motion carried.

- f) Refinancing opportunity for 2009 Bond A
Staff has been advised by the Bond Company to refinance Bond A for the remaining life of the Bond. The Board approves of the refinance, which will save the District approximately \$30,000 in interest a year. Lora Petso wishes to know all of the costs of the refinance even though the costs will be rolled into the Bond Refinance.

- g) Robinson & Noble Change Order
A change order for additional work that was required for completing the lower aquifer testing at the well site.

Action: Approve change order in the amount of \$8780.00 for Professional Services performed by Robinson Noble.

Moved: John Elsasser
Second: Mike Harrigan

Vote was unanimous and motion carried.

ADMINISTRATION SERVICES MANAGER'S REPORT:

Information:

- a) Website Traffic Statistics
Staff presented a history of traffic on the new website.

b) MedVeba Update

The Board was notified of an increase in the MedVeba contribution for 2015 that matches the increase to the healthcare costs for employees.

OPERATIONS MANAGER'S REPORT:

Information:

a) Well Project

The Board was updated on the Contractors next steps with moving the test well up to the upper aquifer.

b) Deer Creek Annual Shutdown

The annual maintenance of the Deer Creek Plant is currently in progress. The Plant will be off-line for one to two weeks.

c) Crew Member Update

Jay Prosser has passed his WDM1 certification. The Board signed a letter of congratulations.

ATTORNEY'S REPORT:

There was no report at this meeting.

COMMISSIONER'S REPORT:

There was no report at this meeting.

NEXT BOARD MEETING:

The next Board meeting is scheduled for February 2, 2015.

At this time Kelly Boswell and Steve Dunphy left the meeting.

EXECUTIVE SESSION:

The Board entered into an Executive Session for Personnel Matters in accordance with RCW 42.30.110(1)(g) at 6:41 p.m. for ten (10) minutes than extended for forty (40) minutes.

The Executive Session ended at 7:31 p.m.

The Board made the following motion:

Motion: Authorize the Attorney to prepare amendments to employment contracts for Lynne Danielson and Kelly Boswell. The amendments are to reflect the following:
Lynne Danielson – Wage increase of 3% in addition to 95% of COLA based on June 2014 CPI-W Seattle – Tacoma – Bremerton
Kelly Boswell – Wage increase of 3% in addition to 95% of COLA based on June 2014 CPI-W Seattle – Tacoma – Bremerton.

Moved: John Elsasser
Second: Lora Petso

Vote was unanimous and motion carried.

The meeting adjourned at 7:42 p.m.

Transcribed by: Kelly Boswell

APPROVED

John E. Elsasser, President

Mike D. Harrigan, Vice President

Lora L. Petso, Secretary