

OLYMPIC VIEW WATER AND SEWER DISTRICT

Regular Business Meeting of
October 20, 2014

Commissioner Lora Petso called the meeting to order at 5:30 p.m. Commissioners John Elsasser and Mike Harrigan were present. Also in attendance were Lynne Danielson, Steve Dunphy, Joe Bennett and Tom Fitzpatrick, District's Special Counsel.

CHANGES OR ADDITIONS TO THE AGENDA:

1. Consent Calendar:
 - c) Approval of Maintenance Fund Vouchers #14-645 through 14-683 and #14-687 and #14-688 for \$284,931.85.
2. General Manager's Report
 - f) Arbors at Chase Lake – Acceptance of Developer Extension Application
Action: Approve the developer extension application for the Arbors at Chase Lake.

PERSONS TO BE HEARD:

EXECUTIVE SESSION

Joe Bennett excused himself from the meeting.

The Board entered into an Executive Session for Potential Litigation in accordance with RCW 42.30.110(1)(g) at 5:32 p.m. for fifteen (15) minutes. The session was extended at 5:47 pm for ten (10) minutes. The session was extended at 5:57p.m. for ten (10) minutes.

Executive Session was closed at 6:07p.m. and the meeting was opened to the public. Mr. Bennett returned to the room.

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of September 22, 2014
- b) Approval of the Minutes of the Regular Business Meeting of October 6, 2014
- c) Approval of Maintenance Fund Vouchers #14-645 through 14-683 and #14-687 and #14-688 for \$284,931.85.
- d) Approval of Capital Fund Voucher #14-686 for \$8,798.45
- e) Construction Fund Vouchers #14-584 and #14-685 for \$39,169.01.

Action: Motion to approve the consent calendar.

Moved: Mike Harrigan

Second: Lora Petso

Vote was unanimous and motion carried.

GENERAL MANAGER'S REPORT:

Information:

- a) Update of BRB Reviews of the City of Shoreline Notice of Intent to assume Ronald Wastewater District
 - o The current status of this issue was discussed. This included:

- The correction of the legal description adopted by the King County BRB to exclude any portion of Snohomish County,
- The City of Shoreline has filed an appeal in Snohomish County Superior Court. They are appealing the Snohomish County BRB ruling.
- and Ronald Wastewater District has filed an appeal in Snohomish County Superior Court. They are appealing the Snohomish County BRB ruling.

b) General Manager Annual review. As per contract, the Board is to complete and evaluation of the General Manager. The Board will set up meeting to discuss and complete the evaluation starting with an Executive Session on November 3, 2014.

Discussion:

a) 3rd Quarter Budget Report. The third quarter budget report and staff analysis were presented to the Board. A number of individual items were over the budgeted amount and circumstances were explained. In total, the 3rd quarter budget indicates that 68.75% of the adopted budget for expenditures has been spent.

b) Change Order – Test Well Project. A change order in the amount of \$33,500 was presented to the Board for approval. The casing for the well needed to be changed from 8” to 6” due to the geology encountered.

Action: Move to accept Change Order #3 from JKA Well Drilling.

Moved: Lora Petso

Second: John E. Elsasser

Vote was unanimous and motion carried.

c) Sno-King – Legislative Agenda and continued participation. The finalized legislative agenda for SnoKing was presented. SnoKing requested that the members indicate whether or not they intended to continue membership in the organization. It was the Boards’ consensus that membership in this group has been of value to the District and staff and they wish to continue membership.

d) 2015 Conference Schedule. The 2015 customary conference schedule was presented to the Board for approval.

Action: Approve the 2015 Conference Schedule and authorize attendance at the discretion of the Board and General Manager.

Moved: John E. Elsasser

Second: Michael Harrigan

Vote was unanimous and the motion carried.

e) Customer letters regarding door notice fees and penalties. Three separate customers have written letters to the Board requesting consideration on fees attached to their accounts:

- i. Account # 0081284 – the customer is new to the District and stated that they had not received any billings since moving into the District. They are requesting the \$20.00 door notice fee be forgiven, and

ii. Account #0056793 – the customer is requesting that the \$20.00 door notice fee be forgiven. He is claiming that he did not receive the bills due to an incorrect mailing address change on his account. The customer has a history of door notices, and

iii. Account #0051600 – the customer claims extenuating circumstances caused him to forget to pay his bill. He is requesting the 10% (\$12.90) and the door notice fee of \$20.00 be forgiven. He has been a customer for several years.

Action: Motion to forgive the \$20.00 door notice fee applied to the account #0081284, the penalty charge on account #0051600 be forgiven due to extenuating circumstances. The request for forgiveness on the door notice fee on account #0056793 and the door notice fee on account #0051600 is denied. Notification is to be given to each of the customer that any forgiveness of late fees is a one-time only exception.

Moved: Lora Petso
Second: Mike Harrigan

Lora Petso and Mike Harrigan voted in favor, John Elsasser voted against. The motion carried.

f) Accept Developer Extension Agreement Application L-105

Motion: Accept developer extension application L-105 – Arbors at Chase Lake

Moved: John Elsasser

Second: Lora Petso

Vote was unanimous and the motion carried.

ADMINISTRATION SERVICES MANAGER'S REPORT:

There was no report at this meeting.

OPERATIONS MANAGER'S REPORT:

Information:

a) Well Project. Information was presented to the Board regarding the status of the test well drilling. The desired depth has been reached and testing should begin by the end of the month.

b) Sewer Repair – Phase. Phase 1 of the sewer repairs in continuing. Nine (9) of the fifteen (15) identified locations have been repaired. There have been no customer concerns regarding this project.

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 November 3, 2014.

The meeting adjourned at 7:10 p.m.

Transcribed by: Lynne Danielson

APPROVED

Lora L. Petso, President

John E. Elsasser, Vice President

Mike D. Harrigan, Secretary