

OLYMPIC VIEW WATER AND SEWER DISTRICT

Regular Business Meeting of
November 3, 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, Kelly Boswell and Joe Bennett.

PERSONS TO BE HEARD:

There were no persons to be heard.

EXECUTIVE SESSION

The three managers left the meeting. The Board entered into an Executive Session for Personnel Matters in accordance with RCW 42.30.110(1)(i) at 5:32 p.m. for five (5) minutes

Executive Session was closed at 5:37 a.m. and the meeting was opened to the public. The three managers returned to the room.

ATTORNEY'S REPORT:

Joe Bennett set some general guidelines for the district manager's annual review that will occur over the next few meetings.

CHANGES OR ADDITIONS TO THE AGENDA:

There were no changes to the agenda.

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of October 6, 2014
- b) Approval of the Minutes of the Regular Business Meeting of October 22, 2014
- c) Approval of the Maintenance Fund Vouchers #14-689 through #14-693, #14-695 through #14-715 and #14-722 through #14-724 for \$26,430.86
- d) Capital Fund Vouchers #14-716 and #14-717 for \$18,239.57
- e) Construction Fund Voucher #14-718 through #14-721 for \$302,558.70
- f) Shut-off List
- g) Payroll

Action: Motion to approve the consent calendar.

Moved: Mike Harrigan
Second: John Elsasser

Vote was unanimous and motion carried.

GENERAL MANAGER'S REPORT:

Information:

- a) General Manager will not be at the November 17, 2014 meeting.
Lynne Danielson will be attending Managers Training during the week of the 17th. She will attending the meeting by telephone on the 17th.
- b) Public Disclosure Act – Public Records and private computers – Bainbridge Island
The Board was presented information on a Public Records Lawsuit with Bainbridge Island.
- c) 2015 Budget
The Board was presented with the 2015 Budget for first review. The General Manager pointed out the main cost increases for 2015. There was discussion of using the Rate Stabilization Fund to help of set some costs. Lora Petso asked for the past facility fee revenue to be presented at the next meeting.

Discussion:

- a) Backflow Test – Final notice and shut off of connections that failed to test.

Action: Motion to notify and shut off those customers who have been notified and have failed to complete the 2014 backflow test.

Moved: Lora Petso
Second: John E. Elsasser

Vote was unanimous and motion carried.

ADMINISTRATION SERVICES MANAGER'S REPORT:

Information:

- a) Fall Newsletter for Review
The Newsletter was presented to the Board for review. Staff would like comments by Friday the 7th. Joe Bennett gave his edits at the meeting.

Discussion:

- b) Surplus Equipment – Resolution 1029

Action: Accept Resolution 1029 – surplus District equipment.

Moved: Mike Harrigan
Second: John E. Elsasser

Vote was unanimous and motion carried.

- c) New Website Reveal and Review – www.olympicviewwater.com
The new website was presented to the Board. The site is live but still needs content improvement. Staff has asked the Board to review and give feedback.

d) Olympic View Logo

The Board was presented with a few connectional logos as a change to the current logo. The Board agreed to move forward with the changes and a final logo will be presented at a further date.

OPERATIONS MANAGER'S REPORT:

Information:

a) Well Project Update

Information was presented to the Board regarding the status of the test well drilling.

b) Sewer Repair – Phase

Phase 1 of the sewer repairs is continuing. The project is wrapping up with just a few more sites to be repaired.

c) Deer Creek Plant

There was a gasoline spill in Edmonds that may leak into the Deer Creek so the Plant has been shut down till the risk of contamination has passed.

COMMISSIONER'S REPORT:

There was no report at this meeting.

NEXT BOARD MEETING:

The next Board meeting is scheduled for November 17, 2014.

The meeting adjourned at 6:30 p.m.

Transcribed by: Kelly Boswell

APPROVED

Lora L. Petso, President

John E. Elsasser, Vice President

Mike D. Harrigan, Secretary