

OLYMPIC VIEW WATER AND SEWER DISTRICT

Regular Business Meeting of
December 15, 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 Lynne Danielson, Steve Dunphy, Kelly Boswell and Joe Bennett.

CHANGES OR ADDITIONS TO THE AGENDA:

Changes to the Consent Calendar were presented: Add Capital voucher #14-815 for \$62,726.38 and changed Construction Fund for a total of \$202,593.72 by adding voucher #14-814.

PERSONS TO BE HEARD:

There were no persons to be heard.

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of November 17, 2014
- b) Approval of the Minutes of the Regular Business Meeting of December 1, 2014
- c) Approval of 2014 Maintenance Fund Vouchers #14-787 through #14-810 for \$74,538.08;
- d) Approval of 2014 Construction Fund Voucher #14-811 through #14-813 for \$200,545.93
- e) Approval of 2015 Maintenance Fund Vouchers #15-000 through #15-003 for \$1,140.28

Action: Motion to approve the consent calendar with additions.

Moved: Mike Harrigan

Second: Lora Petso

Vote was unanimous and motion carried.

GENERAL MANAGER'S REPORT:

Discussion:

- a) 2008 – 2020 Historical and Proposed Rates
The Board was presented with historical data on rates and a projection of five years of proposed rates increases. There was lengthy discussion on possible cut backs and bond debt payments as well other factors and solutions for future rate increases.
- b) 2015 Budget – Draft 3
The proposed final budget was presented for approval by the Board. Staff is asking for acceptance of the rates and to direct staff to prepare the Resolutions.

Action: Motion to accept proposed 2015 Budget and direct staff to prepare rate resolutions.

Moved: Lora Petso

Second: Mike Harrigan

Vote was unanimous and motion carried.

c) CHS Proposal for repairs to 224th Street

A proposal for the 224th St. repair project was presented. The Board had questions regarding the contractor's responsibility and the cause of the sink holes on 224th. The District is responsibility for this section of the street and will need to handle the repairs.

Action: Motion to approve CHS proposal for engineering services for 224th St. project and authorize the General Manager to sign the contract.

Moved: John Elsasser
Second: Lora Petso

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. The Board would like to see information on the website presented on a monthly basis.

b) 2015 Commissioners Workshop – January 31, 2015 - Lynnwood Convention Center

The annual Commissioners Workshop was presented to the Board.

Discussion:

c) Increase Credit Card Convenience Fee

The Districts current fees for credit card acceptance are not covering all the expenses charged to the District. Staff is asking for an increase to \$4.00 per transactions to handle all costs.

Action: Motion to accept Resolution 1030 Credit Card Fees

Moved: John Elsasser
Second: Mike Harrigan

Vote was unanimous and motion carried.

OPERATIONS MANAGER'S REPORT:

Information:

a) Well House

The Well House had some flooding in the basement during the recent storm which caused mold. Staff is having bids on the mold clean-up.

b) Storm Damage Update

Staff reported that during the recent winter storm there were a few trees down in Woodway and that the Treatment Plant was off line due to power outages. There was no major damage on any district sites.

ATTORNEY'S REPORT:

There was no report at this meeting.

COMMISSIONER'S REPORT:

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

NEXT BOARD MEETING:

The next Board meeting is scheduled for January 5, 2015.

EXECUTIVE SESSION:

The Board entered into an Executive Session for Personnel Matters in accordance with RCW 42.30.110(1)(g) at 6:38 p.m. for five (5) minutes.

After which time, the three managers left the meeting.

The Board entered into Executive Sessions for Personnel Matters in accordance with RCW 42.30.110(1)(g) at 6:44 p.m. for thirty (30) minutes.

The meeting adjourned at 7:15 p.m.

Transcribed by: Kelly Boswell

APPROVED

Lora L. Petso, President

John E. Elsasser, Vice President

Mike D. Harrigan, Secretary