

OLYMPIC VIEW WATER AND SEWER DISTRICT

Regular Business Meeting of
January 27, 2014

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

CHANGES OR ADDITIONS TO THE AGENDA:

Under General Managers Information add Water & Sewer Risk Management positions and the Exit Interview with the Auditors.

PERSONS TO BE HEARD:

There was no public to be heard.

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of December 16, 2013
- b) Approval of the Minutes of the Regular Business Meeting of January 6, 2014
- c) Approval of the Maintenance Fund Vouchers #13-835 through #13-859 and #14-006 through #14-033 for \$212,322.47
- d) Approval of the Construction Fund Vouchers #13-860 and #13-861 for \$2,310.73
- e) Approval of the Capital Fund Voucher #14-034 for \$10,770.79
- f) Approve Shut-off List – For those who are not hardship cases and who have not made arrangements with the office prior to **February 4, 2014**
- g) Approve Payroll

Action: Motion to approve the consent calendar.

Moved: Mike Harrigan

Second: John Elsasser

Passed: Unanimous. Motion carried.

GENERAL MANAGER'S REPORT:

Information:

- a) 106th Ave Sewer Backup Claim

An update to the Board was giving on the sewer backup claim that occurred on December 31, 2013. The claim has been turned over to the Insurance Pool.

- b) 88th Avenue Developer Extension

The Board was notified of possible problems with the 88th Avenue Development Project and a meeting that will take place on January 30, 2014 at the District.

- c) WASWD Assumption Bill – Senate Committee hearing Monday 1/20/14 SSB6008
Senate Bill 6008 was presented to the Board as information and for review.
- d) Water & Sewer Risk Management Pool Positions
There are two positions open for Pool committees. There was a brief discussion but there were no volunteers at this time.
- e) Audit Exit Interview
The General Manager proposed some dates and times for the exit interview. It was decided to have the meeting on February 4th at 10:00 am. A Call and Notice will be issued for the Special Meeting.

GENERAL MANAGER’S REPORT:

Discussion:

- f) Resolution 1023 – Surplus Meters
Motion to adopt Resolution 1023 to surplus meters that have been replaced.

Action: Motion to adopt Resolution 1023 to surplus meters that have been replaced.

Moved: Mike Harrigan
Second: John Elsasser
Passed: Unanimous. Motion carried.
- e) Resolution 1024 – Purchase property at 8605 228th St SW, Edmonds
A Resolution to purchase the property at 8605 228th St SW Edmonds, for the purpose of developing a Well Site for the District was presented to the Board.

Action: Motion to authorize the General Manager to act on behalf of the District to purchase the property at 8605 228th St SW, Edmonds, WA.

Moved: Mike Harrigan
Second: Lora Petso
Passed: Unanimous. Motion carried.
- f) Change in Logo for District Vehicles
The new fleet truck has been decaled with the District Logo instead of the current wording for a greater recognition of the District. Staff is asking the Board for approval to replace the old wording on the District fleet with the new decal. The Board denied the request to replace the decal until new vehicles are purchased or the decal needs replacing due to age.

ADMINISTRATIVE SERVICES MANAGER’S REPORT:

Information: - Training

- a) Enduris - Roadkill on the Information Hwy & The Spirit of Leadership – Wednesday February 26th 2014
The Board was notified of some upcoming training. There was no interest at the time. Lora Petso asked to have it left on the agenda for the time being.

Discussion:

b) Administration Services Manager's Report

The Board was given an administrative report on the last quarter of 2013. Staff reported on the customers that are taking advantage of the Districts billing and payment options by using ACH payments, E-billing and the Credit Cards.

OPERATIONS MANAGER'S REPORT:

Information:

a) New Employee

The Operations Manager informed the Board of the newest District employee, Fred Hebish who replaced the hire in September 2013 that failed to report to work in October.

b) Surplus Van and Truck to Murphy's

Two vehicles have gone to auction at Murphy's Auction House in Kenmore WA.

ATTORNEY'S REPORT:

Moved to Executive Session

COMMISSIONER'S REPORT:

There was no Commissioners report.

NEXT BOARD MEETING:

The next Board meeting is scheduled for February 10, 2014. Call and Notices have gone out for this change in regular meeting schedule.

EXECUTIVE SESSION:

The Board entered into an Executive Session for Personnel in accordance with RCW 42.30.110(1)(g) and Property Acquisition RCW 42.30.110(1)(c) at 6:03 p.m. for twenty (20) minutes.

The regular meeting reconvened at 6:22 p.m.

The Board directed staff to update the District's Discipline Policy and bring the Policy back for review at the next meeting on February 10, 2014.

The meeting adjourned at 6:23 p.m.

OVWSD Regular Board Meeting of January 27, 2014

Transcribed by: Kelly Boswell

APPROVED

Lora L. Petso, President

John E. Elsasser, Vice President

Mike D. Harrigan, Secretary