

## OLYMPIC VIEW WATER AND SEWER DISTRICT

Regular Business Meeting of  
March 17, 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.

### CHANGES OR ADDITIONS TO THE AGENDA:

Add under General Managers Discussion – Headquarter Building Completion

### PERSONS TO BE HEARD:

There were no persons to be heard.

### CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of February 24, 2014
- b) Approval of the Minutes of the Regular Business Meeting of March 3, 2014
- c) Approval of the Maintenance Fund Vouchers #14-122 through #14-155 for \$91,171.98
- d) Approval of the Construction Fund Voucher #14-156 for \$5,418.38

Action: Motion to approve the consent calendar as corrected.

Moved: Mike Harrigan

Second: John Elsasser

Passed: Unanimous. Motion carried.

### GENERAL MANAGER'S REPORT:

#### Information:

- a) Letter to Snohomish County Planning Department – PACE Engineers  
The Board was presented with a copy of the letter sent to Snohomish County with regards to the Point Wells Development EIS/DNS and Scoping Notice.

#### Discussion:

- b) Accept Application Developer Extension L-105 Harbor at Chase Lake

Action: Motion to approve the Application for DE L-105 Harbor at Chase Lake.

Moved: John Elsasser

Second: Mike Harrigan

Passed: Unanimous. Motion carried.

- c) Year End Budget Report

The 2013 Year End Budget was presented to the Board for review and questions. The District was at 98% of the Budget for 2013. There were minor questions from the Board that were discussed.

- d) Request to go to Bid for the 2014 Phase 1 Sewer Repair

Action: Motion to authorize going to bid for the 2014 Phase 1 Sewer Repair Project.

Moved: John Elsasser

Second: Mike Harrigan

Passed: Unanimous. Motion carried.

e) Headquarter Building Completion

Staff updated the Board on the discussion with the contractor and the final punch items that are pending to have the building closed out and issuing the final pay out to the contractors. Staff will get bids on finishing the counters tops before closing out the contract.

**ADMINISTRATIVE SERVICES MANAGER'S REPORT:**

Information:

- a) WASWD Spring Conference in Yakima – April 9 -11, 2014 – need to register and cancel rooms – Who is going?

The Conference was presented again to the Board. Joe Bennett will be attending the Conference.

- b) Letter Addressed to the Board

A letter to the Board was presented from a new customer to the District asking for the door tag fee to be waived. The Board discussed the customer's request after reviewing their payment history. It was decided that they would grant one half of the door tag fee. The \$10 will be credited to their account.

**OPERATIONS MANAGER'S REPORT:**

There was no report at this meeting.

**ATTORNEY'S REPORT:**

Joe Bennett gave report on the Esperance LLC Project and that the easement dispute has been resolved.

**COMMISSIONER'S REPORT:**

Lora Petso gave a report on the Sno-King meeting she attended the previous week.

**NEXT BOARD MEETING:**

The next Board meeting is scheduled for April 7, 2014.

OVWSD Regular Board Meeting of March 17, 2014

The meeting adjourned at 6:20 p.m.

Transcribed by: Kelly Boswell

APPROVED

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Lora L. Petso, President

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John E. Elsasser, Vice President

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Mike D. Harrigan, Secretary