

OLYMPIC VIEW WATER AND SEWER DISTRICT

Regular Business Meeting of
May 19, 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 and Joe Bennett.

CHANGES OR ADDITIONS TO THE AGENDA:

There were two vouchers added to the Consent Calendar.

c) Approval of the Maintenance Fund Vouchers #14-206 through #14-235 and #14-293 through #14-296 for \$100,069.96.

PERSONS TO BE HEARD:

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting April 21, 2013
- b) Approval of the Minutes of the Regular Business Meeting of May 5, 2014
- c) Approval of the Maintenance Fund Vouchers #14-206 through #14-235 and #14-293 through #14-296 for \$100,069.96.
- d) Approval of the Construction Fund Voucher #14-297 for \$4,424.78.

Action: Motion to approve the consent calendar as corrected.

Moved: Mike Harrigan

Second: Lora Petso

Passed: Unanimous. Motion carried.

GENERAL MANAGER'S REPORT:

Discussion:

a) Test Well Drilling Project

Robinson Noble submitted a proposal for the scope of work and costs for the drilling of the test well. Included in the proposal were issues that had not been previously discussed. These include permitting issues with the Department of Ecology that will need to be addressed. Lynne Danielson is requesting that the District offer a position of project manager to Roger Eberhart.

The Board authorized the position of project manager for the well project and authorized the General Manager to negotiate with Roger Eberhart to become the project manager for the well project.

Action: Authorize the General Manager to negotiate a contract for Project Management with Roger Eberhart to act on behalf of the District for the Well Drilling Project.

Moved: Lora Petso

Second: Mike Harrigan

Passed: Unanimous. Motion carried

Action: Authorize the General Manager to execute the contract with Robinson Noble for design and oversight for the test well.

Moved: Lora Petso
Second: Mike Harrigan
Passed: Unanimous. Motion carried.

b) Phase III Utility Management Institute

Action: Authorize staff and commissioners to attend Phase III Utility Management Institute Training

Moved: Lora Petso
Second: Mike Harrigan
Passed: Unanimous. Motion carried

ADMINISTRATIVE SERVICES MANAGER'S REPORT:

Discussion:

a) Resolution 1026 – Credit Card Limits

Staff is recommending a \$500.00 limit be placed on the amount that can be charged to a credit card. The Board directed staff to do additional research on alternatives to a single dollar limit being applied to all credit card usage.

Action: Adopt Resolution 1026

Moved: John Elsasser
Second: Lora Petso
Passed: Unanimous. Motion carried.

OPERATIONS MANAGER'S REPORT:

Information:

a) 224th Street Sewer Main – Sinkholes

Steve Dunphy gave a report to the board about a meeting with the contractor, district engineers and staff held to discuss the issue with sinkholes along the new mainline on 224th. A plan has been set up to determine what the cause is and the possible courses of action. Staff will keep the Board informed as this process continues.

b) Sewer Main Phase 1 Repair and Upgrade

The approved project is being put out to bid.

ATTORNEY'S REPORT:

The attorney has been working with the attorney representing some of the neighbors at the well site. It appears that an agreement has been reached. A meeting of the neighbors will be set up for obtaining signatures of the amendments to the covenants and the election the neighborhood Architecture Review Committee.

COMMISSIONER'S REPORT:

Lora Petso gave a report on SnoKing.
Mike Harrigan gave a report on classes he attended at the PNWS-AWWA on well maintenance and rehabilitation.

NEXT BOARD MEETING:

The next Board meeting is scheduled for June 2, 2014.

The meeting adjourned at 6:15 p.m.

Transcribed by: Lynne Danielson

APPROVED

Lora L. Petso, President

John E. Elsasser, Vice President

Mike D. Harrigan, Secretary