

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting of July 21, 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:

Excuse John Elsasser from Board Meeting.

John Elsasser was absent for the meeting on July 7, 2014 due to vacation plans.

Action: Motion to excuse John Elsasser from the July 7, 2014 meeting.

Moved: Mike Harrigan

Second: Lora Petso

Passed: Unanimous. Motion carried.

PERSONS TO BE HEARD:

No one at this meeting.

CONSENT CALENDAR:

- a) Sign the Minutes of the Business Meeting of July 7, 2014
- b) Approval of the Minutes of the Regular Business Meeting of July 21, 2014
- c) Approval of the Maintenance Fund Vouchers #14-413 through #14-417 and #14-419 through #14-457 for \$241,877.21
- d) Approval of the Construction Fund Voucher #14-460 for \$818.27
- e) Approval of the Capital Fund Vouchers #14-458 and #14-459 for \$3,391.00

Action: Motion to approve the consent calendar.

Moved: Mike Harrigan

Second: John Elsasser

Passed: Unanimous. Motion carried.

GENERAL MANAGER'S REPORT:

Information:

- a) King County BRB meetings - August 19, 2014 7:00 pm - Shoreline Fire Department
Information regarding the upcoming meeting with the KC BRB was provided to the Board.
- b) Snohomish County BRB meeting - August 28, 2014 4:00 pm - Admin East Everett
Information regarding the upcoming meeting with the Snohomish County BRB was provided to the Board.

c) Notice of Acceptance

A letter of Notice of Acceptance from Page & Beard Architects was presented to the Board as completion for the District Headquarter building. All outstanding issues have been resolved.

Action: Motion to accept OVWSD Administration and Operations Center Project as complete.

Moved: Mike Harrigan

Second: John Elsasser

Passed: Unanimous. Motion carried.

Discussion:

d) 2014 2nd Quarter Budget

The second quarter budget was presented to the Board for review. There were no major concerns at this time.

e) Award Test Well Contract

The Test Well Project went out to bid and the lowest bid was JKA Drilling. Staff is requesting to award the job to JKA Drilling.

Action: Award the contract for the drilling of the Test Well at 8605 228th St to JKA Drilling and authorize the General Manager to sign the contract.

Moved: Mike Harrigan

Second: Lora Petso

Passed: Unanimous. Motion carried.

f) Meetings with Snohomish County Council and the Town of Woodway

A meeting with Snohomish County and the Town of Woodway is being arranged. The General Manager would like one commissioner to attend the meeting. It was decided that Lora Petso will attend the meeting when it is scheduled.

ADMINISTRATIVE SERVICES MANAGER'S REPORT:

Discussion:

a) Customer Appreciation Letter

A customer's appreciation letter for the District was presented to the Board.

b) Customer Request for fees to be removed

A ratepayer that was hospitalized due to a motorcycle accident requested that the door tag and shutoff fees be removed due to hardship.

Action: Motion to approve a one-time only adjustment of \$55.00 to the customers account.

Moved: John Elsasser

Second: Mike Harrigan

Passed: Unanimous. Motion carried.

- c) Med Veba Check-In
The Board was asked if they have had any concerns with the new Med-Veba process since it took effect in January 2014. A new contact person for the plan was provided to the Board.
- d) Second BBQ of the Summer - July 25th
The Board was informed of the upcoming customer appreciation BBQ.

OPERATIONS MANAGER'S REPORT:

Leak Detection Program

The Board was informed of the systems leaks after the contractor finished his inspections. There was 32 miles of pipe inspected with a total of eight leaks detection. Staff will proceed in fixing the leaks as soon as possible.

ATTORNEY'S REPORT:

There was no report at this meeting.

COMMISSIONER'S REPORT:

There was no report at this meeting.

NEXT BOARD MEETING:

The next Board meeting is scheduled for August 4, 2014.

The meeting adjourned at 6:16 p.m.

Transcribed by: Kelly Boswell

APPROVED

Lora L. Petso, President

John E. Elsasser, Vice President

Mike D. Harrigan, Secretary