

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting
of August 17, 2020

Per Governor Inslee's Proclamation 20-28. Open Public Meetings will no longer be held in person until further notice.

Summary: No in-person meetings are allowed. Any meeting must be conducted telephonically or through a video platform remotely and everyone attending the meeting must be able to hear each other at the same time.

Commissioner Lora Petso called the meeting to order at 5:33 pm. In attendance were John Elsasser, Fanny Yee, Lynne Danielson, Kelly Boswell, Cody Gray, Brent Vison and Ryan Marberg.

CHANGES OR ADDITIONS TO THE AGENDA

There were no changes to the agenda.

CONSENT AGENDA

- a) Sign the Regular Meeting Minutes of July 20, 2020
- b) Approve the Regular Meeting Minutes of August 3, 2020
- c) Approval of the Maintenance Vouchers #20-437 through #20-464 for \$66,500.61
- d) Approval of the Construction Vouchers #20-465 for \$6,612.52

Action: Approve the consent agenda as presented.

Moved: John Elsasser

Second: Fanny Yee

Passed: Unanimously approved

GENERAL MANAGER'S REPORT

- a) GM Vacation – August 18-Sept 7
Kelly Boswell will be acting General Manager while Lynne Danielson is on vacation.
- b) UIC Well Issue – Robinson Noble
Robinson Noble was hired by WASWD to provide services on UIC Wells. The district has contributed funds to the cause but likely the funds will not be needed.
- c) Additional Antennas on 2.5 Tank site
The Board was notified that T-Mobile is going to add an additional antenna to the tank.
- d) Sewer Claim
A new sewer claim has been filed with the insurance pool.
- e) Employee Injury Update
The Board was notified of the employee injury that occurred on the job.

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- f) Wells – Value of Water
The new Well and the costs associates with the project was discussed at length. A special meeting with be set to continue with discuss and look at the costs more closely.
- g) Cash Flow – First half 2020
A current cash flow statement was presented as information to the Board.
- h) Current Capital Budget Position
The Capital Budget for 2020 was reviewed and discussed. There is a short fall for the capital budget and projects will need to be delayed. Staff will continue to manage projects according to funds available.

ADMINISTRATION SERVICES MANAGER’S REPORT

- a) Reading Meter Interface System
At the previous meeting, the Board asked for additional information on the meter reading software. Staff provided the information that was requested. At the time staff would like to move ahead with the project.

Action: Motion to approve the upgrade of the current meter reading system interface with Alexander INC.

Moved: Fanny Yee

Second: John Elsasser

Passed: Unanimously approved

- b) 2020 WASWD Fall Conference
The Spring Conference will be September 16 – 18th – A Virtual Event.

OPERATIONS MANAGER’S REPORT

Water Treatment Plant Contract Update

At the August 03, 2020 Board meeting staff was directed to analyze alternative services for the water treatment plant optimization. PACE Engineering was contacted. PACE has indicated that someone with intimate knowledge of our water source and operators would have advantages in providing a detailed proposal to best meet the required needs. Staff is requesting that we move ahead with the current proposal from HDR.

Action: Authorize the General Manager to enter a contract with HDR for Deer Creek Water Treatment Plant Management, Scope of Services.

Moved: Lora Petso

Second: John Elsasser

Passed: Unanimously approved

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ATTORNEY'S REPORT

There were no comments from the Attorney.

At this time Kelly Boswell and Cody Grey left the meeting.

COMMISSIONER'S REPORT

Discussion of GM Job description and salary range

A general discussion on how the Board will proceed with replacing the GM. A special meeting will need to be set up in the future to go over the details.

NEXT BOARD MEETING

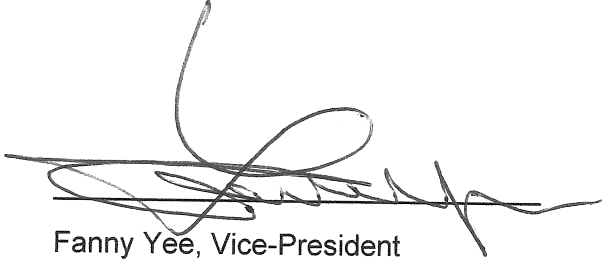
The next regular scheduled meeting is Tuesday September 8, 2020 (Monday is Holiday)


The meeting adjourned 7:05 p.m.

Transcribed by Kelly Boswell

APPROVED

Lora L. Petso, President


Fanny Yee, Vice-President


John E. Elsasser, Secretary