

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting of
August 16, 2021

Commissioner John Elsasser called the meeting to order at 5:30 p.m. In attendance were Lora Petso, Fanny Yee, Dave Barnes, Kelly Boswell, Bob Danson, Brett Vison and Pierre Kwan.

ANY ADDITIONS OR CHANGES TO THE AGENDA

Tabled, In Office Credit Card Acceptance.

PERSONS TO BE HEARD

There were no persons to be heard.

CONSENT AGENDA

- a) Sign the Regular Meeting Minutes of July 19, 2021
- b) Approve the Regular Meeting Minutes of August 2, 2021
- c) Approval of the Maintenance Vouchers #21-445 through #21-490 for \$364,611.73
- d) Approval of the Capital Vouchers #21-491 through #21-493 for \$608,382.74

Action: Motion to approve the consent agenda with corrections to the minutes.

Moved: Fanny Yee

Second: John Elsasser

Passed: Unanimously approved

GENERAL MANAGER'S REPORT

- a) SPU Contract Discussion Extension
SPU is asking for an extension on the current contract negotiation. There were no objections from the Board.
- b) PWTF Loan Update
The district has been awarded the PWTF loan for the 2020 Watermain Project in the amount of 1.3M.
- c) HDR Scope of Services Amendment
The new scope for HDR services for the Well Project was discussed at length. Pierre Kwan was in attendance to answer any questions that the Board had with regards to the changes in the scope and costs for the project.

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Action: Approve the General Manager to sign the Amendment for the Well Project with HDR.

Moved: Fanny Yee

Second: John Elsasser

Passed: approved by 2-1 with Lora Petso voting No.

Perrie Kwan left the meeting.

ADMINISTRATION SERVICES MANAGER'S REPORT

- a) Long Term Care Program
Staff provided additional information on the Long-Term Care Act effective on January 1, 2022.
- b) In Office Credit Card Acceptance
This item was tabled.
- c) Capital Expense – New Servers
The Board was notified of a capital expense for new Servers, totaling just under \$19,000.
- d) Delinquent Customers
Staff discussed the options for reinstating shut-offs and penalties once the Governor proclamation ends on September 30. After discussion the Board approved moving forward with automatic payment plans for customers that are behind on their utility bills. A Resolution will be drafted by the Attorney and will be brought back at the next meeting for review.

OPERATIONS MANAGER'S REPORT

- a) Security Upgrade
Bob Danson discussed with the Board a presentation that was presented by a vendor on the camera upgrades for the district. More information to come.
- b) Vehicle Replacement Program
Staff has been working on a new vehicle replacement program. Staff will be presenting the program at the next meeting. Bob asked if any commissioners would like to have a tour of the shop and vehicles. Lora Petso expressed interest in a tour.

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ATTORNEY REPORT

There was no report at this meeting.

COMMISSIONER'S REPORT

There was no report at this meeting.

Dave Barnes, Kelly Boswell and Bob Danson left the meeting.

EXECUTIVE SESSION

The Board recessed at 7:05 p.m. and entered into an Executive Session for fifteen (15) minutes to discuss Personnel 42.30.110(1)(g) with no action to be taken after the executive session. At 7:05 p.m. the session was extended fifteen (15) additional minutes.

The Board reconvened at 7:20 p.m.

NEXT BOARD MEETING

The next regular scheduled meeting is Tuesday, September 7, 2021

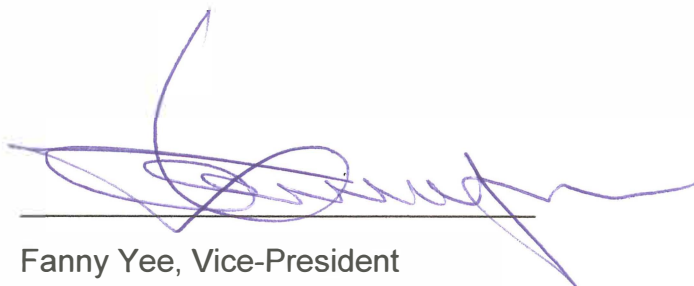
The meeting adjourned 7:20 p.m.

Transcribed by Kelly Boswell

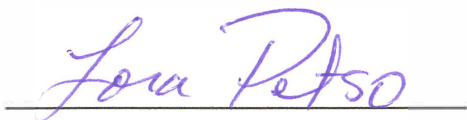
APPROVED



John Elsasser, President



Fanny Yee, Vice-President



Lora L. Petso, Secretary