

**OLYMPIC VIEW WATER AND SEWER DISTRICT**  
**Regular Business Meeting of**  
**March 7, 2022**

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

**ANY ADDITIONS OR CHANGES TO THE AGENDA**

Theft of District property was added.

**PERSONS TO BE HEARD**

There were no persons to be heard.

**CONSENT AGENDA**

- a) Sign the Special Meeting Minutes of February 1, 2022
- b) Sign the Regular Meeting Minutes of February 7, 2022
- c) Approve the Regular Meeting Minutes of February 22, 2022
- d) Approve the Maintenance Vouchers #22-131 through #22-158 for \$174,052.32
- e) Approve the Capital Vouchers #22-159 and #22-160 for \$25,466.25
- f) Approve Shut-off List
- g) Approve Payroll

Action: Motion to approve the consent agenda as corrected.

Moved: Fanny Yee

Second: John Elsasser

Passed: Unanimously approved

**GENERAL MANAGER'S REPORT**

- a) ADU Policy

The final version of the new ADU Policy was presented to final discussion and approval.

Action: Motion to adopt the ADU policy by Resolution 1124

Moved: John Elsasser

Second: Lora Petso

Passed: Unanimously approved

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b) District Standards/Specifications

Changes to the District Specifications for construction have been modified. Staff is asking the Board to review before the next meeting.

c) Financial Statement Contract

Staff is requesting to hire a CPA Firm to prepare the annual Financial Statements. With changes in staffing and continuing changes to the Governmental Accounting Standards, staff feels the need to hire a professional service to address the State Auditors concerns during the last audit.

Action: Authorize the General Manager to sign the contract with Clifton Larson Allen.

Moved: John Elsasser

Second: Fanny Yee

Opposed: Lora Petso

Passed: The motion passed by quorum

d) Mask Mandate Lifted on March 12, 2022

The Board discussed wearing masks during the open public meetings. It was agreed upon to let it be a personal choice to continue to wear the masks at meetings.

e) 2020 Watermain Replacement Update

The District will be opening bids by the end of March for the Watermain Project.

f) Point Wells Update

Snohomish County rejected BSRE's proposal based on height and setback variances. BSRE appealed to King County Superior Court and have been given a one-year extension. The Town of Woodway is going to annex the Point Wells area and they are currently attempting to get it rezoned to Urban Village, which is four (4) dwelling units per acre.

**ADMINISTRATION SERVICES MANAGER'S REPORT**

a) Resolution 1123 – Surplus Shop Equipment

Action: Motion to approve Resolution 1123

Moved: Lora Petso

Second: John Elsasser

Passed: Unanimously approved

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b) Customer Claim

A customer filed a claim with the district for a leak on their water service line. The Claim has been turned over to the Insurance Company.

**OPERATIONS MANAGER'S REPORT**

a) Fire Alarm Panels – Marshall Fire Systems tested our fire system.

Panels at both building sites that were installed in 2011 have gone bad. Staff is gathering bids as the panel are no longer serviceable. This will be an expensive project that is critical due to fire hazards.

b) Theft – Duty Truck

A catalytic converter was stolen from one of the fleet vehicles. There is a claim with insurance and the replacement cost is nearly \$3,200. Measure are being taken with the fleet vehicles to add additional security protocols.

**ATTORNEY REPORT**

There was no report for this meeting.

**COMMISSIONER'S REPORT**

a) Commissioner Petso updated the Board on the Public Works Board meetings.

b) The Edmonds Sewer Treatment Plant is on the city council's agenda tomorrow night for discussion.

c) Commissioner Petso made a motion to update the Appendix to districts Wellhead Protection Plan.

Action: Authorize a Geo-Tech firm to Update the Appendix to the Wellhead Protection Plan.

Moved: Lora Petso

Second: Fanny Yee

Passed: Unanimously approved

**NEXT BOARD MEETING**

The next regular scheduled meeting is Monday, March 21, 2022.

The meeting adjourned 6:47 p.m.

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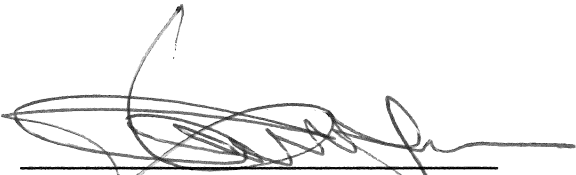
Transcribed by Anne Backstrom

APPROVED



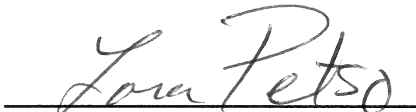
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John Elsasser, President



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Fanny Yee, Vice-President



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Lora L. Petso, Secretary