

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting of
August 7, 2023

Commissioner Lora Petso called the meeting to order at 4:30 p.m. Also in attendance Fanny Yee, Kelly Boswell, and Bob Danson. John Elsasser attended telephonically.

ANY ADDITIONS OR CHANGES TO THE AGENDA

There were no changes to the agenda.

PERSONS TO BE HEARD

There were no persons to be heard.

4:33 p.m. Ryen Godwin and Noel Treat called into the meeting.

EXECUTIVE SESSION

Executive Session began at 4:33 p.m. pursuant to RCW 42.30.110(1)(i) to discuss potential litigation for fifteen (15) minutes. At 4:48 p.m. the session was extended for fifteen (15) additional minutes. At 5:03 p.m. the session was extended ten (10) more minutes.

Ryen Godwin and Noel Treat left the meeting at 5:12 p.m. The Executive Session ended at 5:13 p.m.

Action: Motion to authorize the General Manager to sign a contract with Ryen Godwin of Schwabe and Farallon Consulting up to \$40,000.

Moved: Lora Petso

Second: Fanny Yee

Passed: Unanimously approved

CONSENT AGENDA

- a) Sign the Regular Meeting Minutes of July 3, 2023
- b) Approve the Regular Meeting Minutes of July 17, 2023
- c) Approve the Maintenance Vouchers #23-419 through #23-453 for \$47,514.66
- d) Approve the Capital Vouchers #23-454 and #23-455 for \$104,305.19
- e) Approve Shut-off List
- f) Approve Payroll

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Action: Motion to approve the consent agenda

Moved: Fanny Yee

Second: John Elsasser

Passed: Unanimously approved

GENERAL MANAGER'S REPORT

a) Edmonds CARA Update

July 26, 2023 there was a public comment section at the City of Edmonds Planning Board meeting. Mr. Danson attended and thanked the City of Edmonds for including the district in their process. He mentioned that in a catastrophic situation Olympic View Water & Sewer District is critical to providing drinking water to the area. Public comment time was extended for concerned citizens who attended and well as having another day for comments to be heard in the near future.

b) High Zone Assessment Project Update

PACE is the firm Olympic View has been working with on this project. PACE is going to create a full scope and look at the entire system to see what the next steps should be. \$50,000 has been budgeted for 2023 and for 2024. PACE's estimate is a little lower.

c) Staffing Update – Joe Hoppe WDM 2

The Board was notified of Joe Hoppes accomplishments.

ADMINISTRATION SERVICES MANAGER'S REPORT

a) WASWD Fall Conference – September 20-22, Poulsbo, WA

The Board was informed of the conference and at this time Lora may attended the business meeting only.

b) Half Year Budget to Actual

Overall revenue coming in is at 46.32%. Supplies for sewer is over after purchasing two gas monitors. Vehicle operations is over budget and staff is aware to keep watch on that. Overall expenses are at 48.1% for the midyear point.

c) Update to Billing Policy

A summary of what changed in the Billing Policy was discussed. The Heat Advisory being the main change to the policy. Also removing the bold print makes the reminder notice less terse to customers.

Action: Motion to approve the updated Billing Policy

Moved: John Elsasser

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Second: Fanny Yee
Passed: Unanimously approved

OPERATIONS MANAGER REPORT

There was no Operations Manager report.

ATTORNEY'S REPORT

There was no Attorney's report.

COMMISSIONER'S REPORT

Commissioner Petso reported on the DOH PFAS presentation she attended.

NEXT BOARD MEETING

The next regular scheduled meeting is Monday, August 21, 2023, at 4:30 p.m.

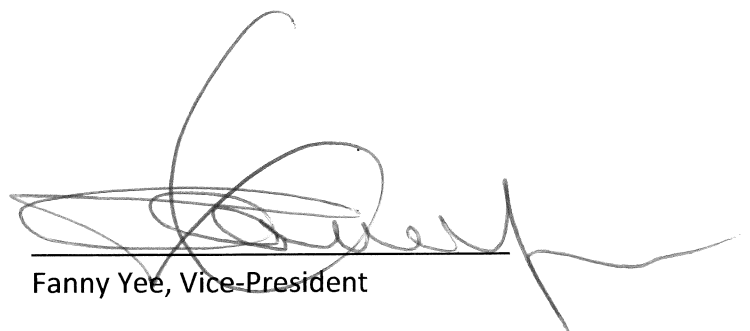
The meeting adjourned at 5:51 p.m.

Transcribed by Anne Backstrom

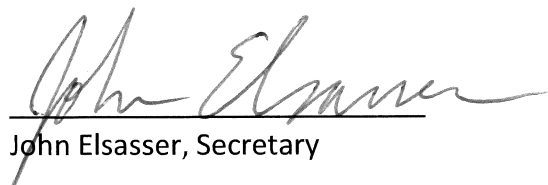
APPROVED



Lora Petso, President



Fanny Yee, Vice-President



John Elsasser, Secretary