

**OLYMPIC VIEW WATER AND SEWER DISTRICT**  
**Regular Business Meeting of**  
**September 5, 2023**

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

**ANY ADDITIONS OR CHANGES TO THE AGENDA**

Move Executive Session to the beginning of the meeting.  
After hours service leak update.

**PERSONS TO BE HEARD**

There were no persons to be heard.

4:33 p.m. Attorney Noel Treat was 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 Executive Session was extended fifteen (15) more minutes. At 5:03 p.m. it was extended ten (10) additional minutes, and at 5:13 p.m. there was a five (5) minute extension. The Executive Session ended at 5:19 p.m. There was no action taken.

**CONSENT AGENDA**

- a) Sign the Regular Meeting Minutes of August 7, 2023
- b) Approve the Regular Meeting Minutes of August 21, 2023
- c) Approve the Maintenance Vouchers #23-473 through #23-499 for \$430,719
- d) Approve Shut-off List
- e) Approve Payroll

Action: Motion to approve the consent agenda

Moved: John Elsasser

Second: Fanny Yee

Passed: Unanimously approved

**GENERAL MANAGER'S REPORT**

- a) Woodway Annexation – Public Hearing October 2, 2023  
Mr. Danson updated the Board on the public hearing on October 2, 2023 that will take place at the district headquarters.

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b) Well Project Update

All bid documents have been reviewed by staff and comments have been submitted to HDR.

Noel Treat left the meeting at 5:25 p.m.

**ADMINISTRATION SERVICES MANAGER'S REPORT**

Fall Newsletter

The fall newsletter was presented to the Board. Changes or comments need to be submitted to the office by Friday, September 8, 2023.

**OPERATIONS MANAGER REPORT**

a) Staff Update

The District has two new maintenance technicians starting September 11 and September 18, 2023. Christopher Scott has been promoted to Senior Treatment Plant Operator.

b) IBAK CCTV Camera System

Mr. Ward demonstrated the new equipment to the Board.

c) 2.5 Water Tank Tree Assessment/Trimming

Arborist Report – Tree Solutions

Action: Motion to approve the scope of work recommended by Tree Solutions Arborist report.

Moved: Lora Petso

Second: Fanny Yee

Passed: Unanimously approved

d) After hours service leak update

The Board was updated on a service leak in the Hickman Park area.

**ATTORNEY'S REPORT**

There was no Attorney's report.

**COMMISSIONER'S REPORT**

There was no Commissioner's report.

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**NEXT BOARD MEETING**

The next regular scheduled meeting is Monday, September 18, 2023, at 4:30 p.m.

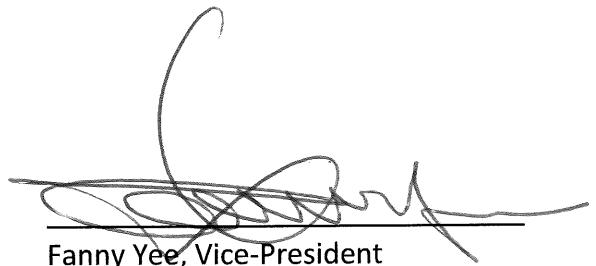
The meeting adjourned at 5:40 p.m.

Transcribed by Anne Backstrom

APPROVED



Lora Petso, President



Fanny Yee, Vice-President



John Elsasser, Secretary