

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

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

ANY ADDITIONS OR CHANGES TO THE AGENDA

There were no changes to the agenda.

District Attorney Noel Treat and Billy Ward called into the meeting at 4:30 p.m.

PERSONS TO BE HEARD

Ryen Godwin of Schwabe, Williamson & Wyatt

EXECUTIVE SESSION

At 4:32 p.m. the Board went into Executive Session pursuant to RCW 42.30.110(1)(i) to discuss potential litigation for thirty (30) minutes. The session was extended for thirty (30) more minutes and then again for the (10) minutes and ended at 5:42 p.m. There was no action taken.

CONSENT AGENDA

- a) Sign the Regular Meeting Minutes of May 1, 2023
- b) Approve the Regular Meeting Minutes of May 15, 2023
- c) Approve the Maintenance Vouchers #23-297 through #23-328 for \$338,948.90
- 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) WASWD Retro L&I Program Renewal

Action: Motion to authorize the General Manager to sign the new Agreement for the Retro Rating Program.

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Moved: John Elsasser
Second: Fanny Yee
Passed: Unanimously approved

- b) Deer Creek Water Rights Update
Staff is still working on the Water Right permit and is asking for an extension from Ecology.
- c) City of Edmonds CARA Update
Staff is working with the cities staff to update the CARA with the district water protection area.

Noel Treat left the meeting.

ADMINISTRATION SERVICES MANAGER'S REPORT

- a) Scott Dunn's Retirement June 30th
After 32 years with the District, Scott Dunn is retiring. Scotts last day will be the 30th of June.
- b) Budget for Scott Dunn's Retirement Party
The Board approved \$500 for Scott Dunn's retirement.
- c) L&I "Stay at Work" Program
The district receives \$6,500 for belonging to the "Stay at Work" L&I Program and keeping staff at work when there is an injury.
- d) 2022 Financial Statements
The 2022 Financial Statement were submitted to the state on May 30th.
- e) 2022 Year End Budget to Actual
The final 2022 budget to Actual was discussed with the Board. There were no notable questions asked.
- f) 2023 1st Quarter Budget to Actual
The first quarter budget to actually was presented and discussed.
- g) Purchase of a used Billing folder/stuffer (Capital Expense)
Another district has a used machine for purchase. Staff are asking to bid on the used machine as a backup to the 10-year-old billing machine that the district owns.

Action: Motion to authorize the staff to bid on the used billing machine not to exceed \$5,000.

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Passed: Unanimously approved

OPERATIONS MANAGER REPORT

a) Fire Hydrant - 234th/Highway 99 (Safeway)

The Board was informed of a truck taking out a hydrant and the water damage and repairs needed to the hydrant and roads. The district has filed a claim with the driver's insurance.

b) Capital Plan Budget – Deer Creek Underdrain Replacement

The project scoop has been approved and staff would like to get the materials ordered due to delays with the product. The project will be scheduled for November 2023.

Action: Motion to proceed with the Treatment Plant Underdrain Replacement Project and the general manager to sign the necessary contracts.

Moved: Lora Petso
Second: John Elsasser
Passed: Unanimously approved

ATTORNEY'S REPORT

There was no Attorney report.

COMMISSIONER'S REPORT

Lora Petso provided an update on the Public Works Board.

NEXT BOARD MEETING

The next regular scheduled meeting is Monday, June 20, 2023, at 4:30 p.m.

The meeting adjourned 6:40 p.m.

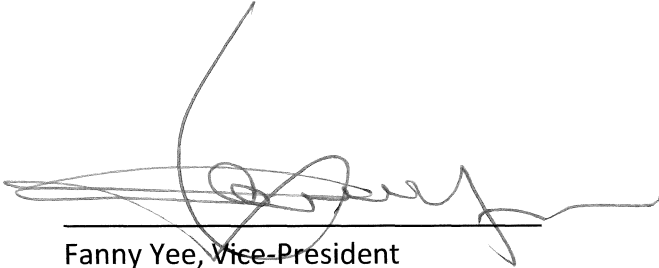
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Transcribed by Kelly Boswell

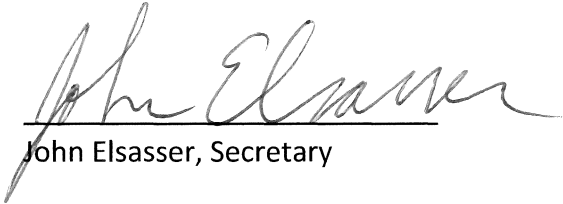
APPROVED



Lora Petso, President



Fanny Yee, Vice-President



John Elsasser, Secretary