

OLYMPIC VIEW WATER AND SEWER DISTRICT
Regular Business Meeting of
November 6, 2023

Commissioner Lora Petso called the meeting to order at 4:35 p.m. Also in attendance were John Elsasser, Fanny Yee, Bob Danson, and Kelly Boswell.

ANY ADDITIONS OR CHANGES TO THE AGENDA

- Add Tree Trimming on the 2.5 site
- DC Underdrain Project

PERSONS TO BE HEARD

There were no persons to be heard.

Noel Treat and Ryan Godwin joined the meeting telephonically.

EXECUTIVE SESSION

At 4:36 p.m. the Board entered into Executive Session pursuant to RCW 42.30.110(1)(i) for potential litigation for twenty (20) minutes. The Executive Session was extended for an additional twenty (20) minutes at 4:56 p.m. and then an additional twenty (20) minutes more and ended at 5:30 p.m. There was no action taken.

Ryan Godwin left the meeting.

There was a five-minute break.

Bob Danson and Kelly Boswell left the meeting at 5:32 p.m.

EXECUTIVE SESSION

At 5:36 p.m. the Board entered into Executive Session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee for ten (10) minutes.

The Executive Session ended at 5:46 p.m.

Bob Danson and Kelly Boswell returned to the meeting.

A motion was made by Fanny Yee to increase Bob Danson's salary to \$181,500 yearly, retroactive to 11/1/2023. John Elsasser seconded. The motion passed unanimously.

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CONSENT AGENDA

- a) Sign the Regular Meeting Minutes of October 2, 2023
- b) Approve the Special Meeting Minutes of October 13, 2023
- c) Approve the Regular Meeting Minutes of October 16, 2023
- d) Approve the Maintenance Vouchers #23-599 through #23-637 for \$352,848.96
- e) Approve the Capital Vouchers #23-638 through #23-640 for \$59,795.06
- f) Approve Shut-off List
- g) Approve Payroll

Action: Motion to approve the consent agenda

Moved: Fanny Yee

Second: John Elsasser

Passed: Unanimously approved

GENERAL MANAGER'S REPORT

- a) Edmonds CARA Update

Bob Danson continues to work with Edmonds on the CARA update for the city.

Jerry Shuster from the City of Edmonds is working on the stormwater update. There is another public hearing on November 29th.

- b) Ecology Stormwater Manual Update

Department of Ecology is updating their stormwater manual and is requesting feedback by November 10th. Staff has prepared a letter to Ecology notifying them of the District concerns on protection our watershed protection areas that are covered in Ecology's manual.

- c) Operations Update – Hit Hydrant

The Board was notified of an afterhours incident where a hydrant was hit by a driver on 100th Ave W. The hydrant broke at the base causing substantial water loss. There was no damage to residential homes or other structures. Currently the hydrant is out of commission until the parts can be obtained.

- d) Tree Trimming on the 2.5 site

Sirius XM will need to trim a tree at the site as the tree is blocking their antenna.

- e) DC Underdrain Project

The Board was notified of an upcoming capital expense for the Deer Creek Plant for new backwash medium. It will need to be purchased during the upcoming project.

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ADMINISTRATION SERVICES MANAGER'S REPORT

- a) Customer Refund Decision - Returned Agenda Item.

Staff is recommending the full amount refunded to the customer per attorney review.

Action: Motion to refund full amount of sewer charges for misbilling.

Moved: Lora Petso

Second: Fanny Yee

Passed: Unanimously approved

- b) Developer Extension 22811 100th Ave W – Edmonds Way Taphouse

Action: Approve application for 22811 100th Ave W – Edmonds Way Taphouse

Moved: Lora Petso

Second: John Elsasser

Passed: Unanimously approved

- a) Customer Payment Data

Kelly Boswell followed up with a question from the Board at the prior meeting about payment methods by customers.

- b) 2024 Budget Presentation

Staff reviewed the 2024 O&M projected budget with the Board. There were no questions at this time from the Board. Staff would like the Board to provide questions or concerns ahead of the next meeting, so they can prepare for discussion at the November 20th meeting.

- c) Capital Plan

The Capital Plan for 2024-2028 was presented to the Board for review. There were no questions at this time.

OPERATIONS MANAGER REPORT

There was no Operations Manager as Billy Ward was on vacation.

ATTORNEY'S REPORT

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There was no Attorneys report.

COMMISSIONER'S REPORT

Lora Petso mentioned the stormwater comments to Ecology deadline of November 10th.

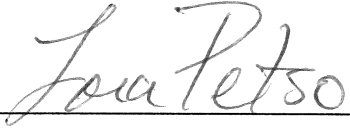
NEXT BOARD MEETING

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

The meeting adjourned at 6:53 p.m.

Transcribed by Kelly Boswell

APPROVED



Lora Petso, President

Fanny Yee, Vice-President



John Elsasser, Secretary