

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
NORTHSHORE UTILITY DISTRICT**

December 6, 2004

A regular meeting of the Board of Commissioners of the Northshore Utility District was held at the District office and called to order by Commissioner Don Ellis at 6:07 p.m. on December 6, 2004. Commissioners Margaret Wiggins and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Terry Hawley, Operations Director; Dave Kaiser, Engineering Director; Ken Enns, Engineering Consultant and Muriel Fischer, Executive Assistant. Commissioner Trudy Rolla arrived at 6:23pm.

CHANGES TO THE AGENDA

- (a). Item number 13 – Customer Complaint Regarding Leak Denial was added to Correspondence/Information Items.
- (b). Item number 14 – Meeting Reminder was added to Correspondence / Information Items.

(1). CONSENT AGENDA

Commissioner Williams moved to approve the consent agenda consisting of the following:

- (a). Minutes: Minutes of the November 15, 2004 Regular Board Meeting.
- (b). Vouchers:

Fund:	Maintenance and Operation – Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104405 – 104406
Fund Amount:	\$425.00

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	155814 – 155899
Fund Amount:	\$812,718.59

Fund:	Maintenance and Operation – Sewer Fund
Fund Number:	11-406-3010
Voucher Nos.:	155900 - 155901
Fund Amount:	\$8,268.80

Fund:	Maintenance and Operation – Water Fund
Fund Number:	11-406-3510
Voucher Nos.:	155902 - 155904
Fund Amount:	\$12,250.79

(c). Electronic Transfers

Mid-Month Payroll \$41,200.00

(d). Temporary Sewer Service Agreement

A Temporary Sewer Service Agreement for Interim Lift Station and Covenant Running with land for Lot 3, KCSP 480091 recording number 8106080624.

Resolution No. 2004-12-01

Authorizing execution of a Special Developer Extension Agreement with King County Wastewater Division/Juanita Bay Pump Station for water improvements in the vicinity of Juanita Drive NE./93rd Ave NE.

Commissioner Wiggins seconded the motion. It passed unanimously.
Commissioner Williams approved all, but abstained on voucher 155897.

(2). NEW BUSINESS

(a). Reschedule Board Meeting for Martin Luther King Jr. Holiday

The regularly scheduled Board meeting of January 17, 2005 has been rescheduled to the following Monday, January 24, 2005. The District will be closed on January 17, 2005, in recognition of Martin Luther King Jr. Day. No motion was made. No action was taken.

(b). King County – Juanita Pump Station Upgrade

Commissioner Wiggins moved to authorize the General Manager to execute the Northshore Utility District/King County Juanita Pump Station – Water Extension Agreement. Commissioner Williams seconded the motion. It passed unanimously.

(c). Snohomish River Regional Water Authority (SRRWA – C592)

Staff provided update of the recent work completed by HDR in developing alternatives and cost estimates for the SRRWA lower Snohomish River Water right. No motion was made. No action was taken.

(3). OLD BUSINESS

(a). Sole Source Purchase of Radio Read Water Meters from Sensus Metering Systems

Commissioner Wiggins moved to authorize the sole source purchase of radio read water meters from Sensus Metering Systems (formally Invensy's Metering Systems)

for the District wide conversion to a radio read system. Commissioner Rolla seconded the motion. It passed unanimously.

(b). Further Discussion on Agenda Item #4, meeting 11/1/04 – Sole Source Purchasing of Radio Read Meter Hardware and Equipment

Commissioner Wiggins moved to authorize the purchase of Sensus AMR Metering equipment from the Invensy's franchise company to support the District's decision to convert to an Automated Metering System. Commissioner Rolla seconded the motion. It passed unanimously.

(4). NEW BUSINESS - Continued

Evergreen Hospital On-site Water Storage (C732) & Water/Wastewater Systems Model & CIP updates (C718)

Following discussion, it was determined that the item would be brought back at the next meeting of December 20, 2004, so as to provide all commissioners the opportunity to respond. No motion was made. No action was taken.

(5). STAFF REPORTS

(a). Engineering Report

Dave Kaiser presented the Engineering Report to the Board.

(b). Operations Report

The Operations Report was presented to the Board.

(6). CORRESPONDENCE / INFORMATION ITEMS

(a). WASWD Membership fee Comparison

Membership dues information of four non-profit associations was provided to the Board for review and comparison. No motion was made. No action was taken.

(b). Customer Complaint Regarding Leak Denial

The Board requested that Staff further research the circumstances surrounding customer Aglow/Lyman's leak and possibly offer relief by reducing the customer's bill to the wholesale cost of the water lost. No motion was made. No action was taken.

(c). Meeting Reminder

The Seattle Public Utilities Contract Review meeting, which was scheduled for December 14, 2004, is cancelled. The contract will be signed on December 13, 2004. The Board has requested there to be no signing ceremony. Don Ellis, Trudy Rolla, Bruce Gardiner, Fanny Yee and Tom Mortimer will attend. No motion was made. No action was taken.

The meeting was adjourned at 6:54 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams