

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

**November 6, 2006**

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 Bruce Gardiner at 6:05 p.m. on November 6, 2006. Commissioners Don Ellis, Trudy Rolla, and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Ken Enns and Eric Delfel, Engineering Consultants and Kelly Boswell, Executive Assistant. Margaret Wiggins had an excused absence.

**(1). CHANGES TO THE AGENDA**

None

**(2). PUBLIC HEARING**

- (a). 2007 Water and Wastewater Comprehensive Plans Update

The Hearing was opened at 6:09 p.m. Commissioner Gardiner invited comments from the public. Hearing none, the hearing was closed at 6:09 p.m.

**(3). CONSENT AGENDA**

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

- (a). Minutes: Minutes of the November 6, 2006 Regular Board Meeting.  
(b). Minutes: Minutes of the October 30, 2006 Special Board Meeting.

- (c). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104676
Disbursement Amount:	\$200.00

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	159722 - 159847
Disbursement Amount:	\$1,003,842.21

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010

Voucher Nos.: 159848  
Disbursement Amount: \$1,782.57

Fund: Construction (Water) Fund  
Fund Number: 11-406-3510  
Voucher Nos.: 159849 - 159851  
Disbursement Amount: \$7,551.01

(c). Electronic Transfers

Mid Month Payroll \$49,325.00

Commissioner Rolla seconded the motion. It passed unanimously.

**(3). NEW BUSINESS**

(a). Project Acceptance: Contract 2006-01; Misc. Sewer and Water Improvements

Commissioner Ellis moved to adopt Resolution 2006-11-04 accepting Contract 2006-01 as completed and amend the project budget by \$24,742.91.

**Resolution 2006-11-04**

A RESOLUTION of the Board of Commissioners of Northshore Utility District Accepting Contract 2006-01 as Complete

Commissioner Rolla seconded the motion. It passed unanimously.

(b). Award of Contract 2006-05 CIPP Sewer Rehabilitation (C769)

Commissioner Ellis moved to adopt Resolution 2006-11-02 awarding Contract 2006-11-05 to Insituform Technologies, Inc. of Chesterfield, MO in the total amount of \$90,652.16.

**Resolution 2006-11-02**

A RESOLUTION of the Board of Commissioners of Northshore Utility District Awarding Contract 2006-05 to Insituform Technologies, Inc., with a Total Contract Award Amount of \$90,652.16.

Commissioner Rolla seconded the motion. It passed unanimously.

(c). Vulnerability Assessment Security Improvements; Design Services (Continued)

Commissioner Ellis moved to authorize a change order to Gray & Osborne in the

amount of \$23,618 to complete the preparation of the design plans, specifications and cost estimates for the Vulnerability Assessment security improvements at the Kingsgate Standpipe site. Commissioner Gardiner seconded the motion. It passed unanimously.

(d). Lighting Area 4

Commissioner Ellis moved to rescind Resolution 210 and adopt Resolution 2006-11-01 which will authorize the removal of the streetlight charges from the properties within the Plats of Arrowhead Crest 1 and 2.

**Resolution 2006-11-01**

A RESOLUTION of the Board of Commissioners of Northshore Utility District rescinds Resolution 210 and adopt Resolution 2006-11-01 which revises the legal description of Lighting Area #4 and exempts certain properties from Streetlight Charges.

Commissioner Rolla seconds the motion. It passed unanimously.

(e). Emergency Water Program

The General Manager provided information to the Board on the cost for the Emergency Water Program. No motion was made. No action was taken.

(f). Customer Rebates

Information was provided to the Board on the Customer Rebates that ratepayers took advantage of during the 2005 calendar year. Rebates were given for purchasing water efficient washing machines and toilets; and for installing rain sensors on existing irrigation systems. No motion was made. No action was taken.

**(4). STAFF REPORTS**

(a). Operations Report

Al Nelson presented the Operations Report to the Board.

(b). Engineering Report

Dave Kaiser presented the Engineering Report to the Board.

**(5). REGULAR SESSION - suspended**

The regular session was suspended at 6:24 p.m., at which time Ken Enns and Eric

Delfel left the meeting.

**(6). EXECUTIVE SESSION**

(a). Personnel Matters

At 6:38 The Board moved into Executive Session for five minutes to discuss personnel matters, pursuant to *RCW 42.30.110(l)(g)*. The Board adjourned the Executive Session at 6:43 p.m. No motion was made. No action was taken.

**(7). REGULAR SESSION – continued**

At 6:43 p.m., the regular session resumed. The meeting was adjourned at 6:43 p.m.

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D.A. Ellis

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D. Bruce Gardiner

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Trudy C. Rolla

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Margaret R. Wiggins

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Kinnon W. Williams