

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

December 18, 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 6:06 p.m. on December 18, 2006. Commissioners Don Ellis, Trudy Rolla and Margaret Wiggins were present. Commissioner Kinnon Williams arrived at 6:16 p.m. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Director; Mary O'Day, Finance Director; Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant. Al Nelson, Operations Director arrived at 6:30 p.m.

(1). CHANGES TO THE AGENDA

The General Manager asked the Board to authorize funds to be used to recognize the staff's hard work during the power outages that took place in the District during the week of December 14th thru the 23rd. Commissioner Williams moved to approve the request. Commissioner Rolla seconded the motion. It passed unanimously.

(2). CONSENT AGENDA

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

- (a). Minutes: Minutes of the December 4, 2006 Regular Board Meeting.
Minutes: Minutes of December 13, 2006 Special Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	159992 - 160041
Disbursement Amount:	\$84396.10

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	104677 - 104685
Disbursement Amount:	\$84,126.51

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	160063
Disbursement Amount:	\$13,244.99

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

Voucher Nos.: 160060 - 160062
Disbursement Amount: \$43,409.44

(c). Electronic Transfers

End of Month Payroll \$153,202.97
Payroll Taxes \$69,622.47

Commissioner Rolla seconded the motion. It passed unanimously.

(3). OLD BUSINESS

(a). 2007 Budget

Commissioner Ellis moved to approve the 2007 operating and capital budget for Northshore Utility District. Commissioner Williams seconded the motion. It passed unanimously.

(4). NEW BUSINESS

(a). Water and Wastewater Systems Comprehensive Plan Updates

Commissioner Rolla moved to adopt Resolution 2006-12-04 approving the 2007 Water and Wastewater Comprehensive Plans.

Resolution 2006-12-04

A RESOLUTION of the Board of Commissioners of Northshore Utility District approving and adopting the 2007 Water and Wastewater Comprehensive Plans, subject to final approval by those agencies granted approval authority.

Commissioner Ellis seconded the motion. It passed unanimously.

(b). Lift Station No. 14 Replacement Project – Change Order for Roth Hill Engineering

Commissioner Williams moved to approve a change order to Roth Hill Engineering in the amount of \$82,000 authorizing an Interfund Transfer Voucher with King County for \$18,935.40 in order to submit for building permits. Commissioner Rolla seconded the motion. It passed 4-1 with Commissioner Wiggins abstaining.

(c). CIP Administration Manual

Commissioner Williams moved to approve a change order for BHC Consultants to complete the preparation of the CIP Administration Manual for a fee not to exceed

\$27,700. Commissioner Wiggins seconded the motion. It passed unanimously.

(d). Potential Sewer Easement Encroachment at 8825 Juanita Dr NE

Dave Kaiser presented the Board with information on an encroachment by a homeowner into the right of way. No motion was made. No action was taken.

(5). 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.

(6). REGULAR SESSION - suspended

(7). EXECUTIVE SESSION

(a). Personnel Matters

At 6:41 p.m., the Board moved into Executive Session for 5 minutes, pursuant to *RCW 42.30.110(i)*. No motion was made. No action was taken.

(8). REGULAR SESSION – continued

At 6:46 p.m., the regular session resumed. The meeting was adjourned at 6:46 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams