

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

March 19, 2007

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 Trudy Rolla at 6:06 p.m. on March 19, 2007. Commissioners Bruce Gardiner, Margaret Wiggins and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Eric Delfel, Engineering Consultant and Kelly Boswell, Executive Assistant. Commissioner Ellis had an excused absence.

(1). CHANGES TO THE AGENDA

Add Engineering Policy #3 - Third Reading
Add Informational Item #9 – Atmosphere Monitors

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the March 5, 2007 Regular Board Meeting.

(b). Vouchers:

| | |
|----------------------|-------------------------------------|
| Fund: | Maintenance and Operation - Payroll |
| Fund Number: | 11-406-0010 |
| Voucher Nos.: | 104714 - 104721 |
| Disbursement Amount: | \$91,547.87 |

| | |
|----------------------|---------------------------|
| Fund: | Maintenance and Operation |
| Fund Number: | 11-406-0010 |
| Voucher Nos.: | 160508 - 160576 |
| Disbursement Amount: | \$1,190,259.82 |

| | |
|----------------------|---------------------------|
| Fund: | Construction (Water) Fund |
| Fund Number: | 11-406-3510 |
| Voucher Nos.: | 160580 - 160581 |
| Disbursement Amount: | \$4,567.47 |

| | |
|----------------------|---------------------------|
| Fund: | Construction (Sewer) Fund |
| Fund Number: | 11-406-3010 |
| Voucher Nos.: | 160577 - 160579 |
| Disbursement Amount: | \$16,747.18 |

(c). Electronic Transfers

End of Month Payroll \$146,106.00
Payroll Taxes \$69,854.16

(d). Board Authorization of New Developer Extension Agreements

Resolution 2007-03-02

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain sewer system improvements for the Hubbell Sewer Extension development project that have been installed by Camwest Development, in the vicinity of NE 132 St / 126 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$90,595.06.

Resolution 2007-03-03

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain water system improvements for the Juanita Place Retail development project that were installed by Juanita Place Retail LLC in the vicinity of NE 133 PI / 100 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$17,839.98.

Resolution 2007-03-04

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain sewer system improvements for the Schmidt Short Plat development project that have been installed by Soren Schmidt, in the vicinity of NE 204 PI / 75 Ave NE as complete; and to accept the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$43,986.69.

Resolution 2007-03-05

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain water system improvements for the Schmidt Short Plat development project that were installed by Soren Schmidt in the vicinity of NE 204 PI / 75 Ave NE as complete; and to accept

the transfer of ownership of these improvements from the developer to Northshore Utility District by Bill Of Sale in the amount of \$26,517.43.

Commissioner Williams seconded the motion. It passed unanimously.

(3). NEW BUSINESS

(a). Water and Sewer Comprehensive Plan Updates

Dave Kaiser informed the Board of a meeting that he attended with King County Utilities Technical Review Committee (UTRC) on March 14, 2007. The Committee complimented the drafts of the Comprehensive Plans and approved them subject to minor edits. No motion was made. No action was taken.

(b). 2007 Rate Resolution

Commissioner Gardiner moved to approve Resolution 2007-03-06 establishing the utility service rates for Northshore Utility District. Commissioner Wiggins seconded the motion. It passed unanimously.

(c). Revision to Eng Policy #5 – Assessment & Administration of Connection Charges – First Reading

The Engineering Department had found inconsistencies between the policy and current practices. A first reading of the changes to Engineering Policy #5 was presented to the Board. The Board directed staff to bring back the policy for a second reading.

(4). OLD BUSINESS

(a). FOG Program Policy – Second Reading

Operations Director Nelson, presented a second draft of the FOG Program Policy for the Board to review. Board directed staff to bring the policy back for a third reading.

(b). Engineering Policy #3 - Third Reading

Commissioner Wiggins moved to adopt Engineering Policy #3 – Small Project Services. Commissioner Gardiner seconded the motion. It passed unanimously.

(5). STAFF REPORTS

(a). Operations Report

Al Nelson presented the Operations Report to the Board.

(6). INFORMATION ITEMS

(a). Atmosphere Monitors

The Board was presented a bid for the Atmosphere Monitors that are being purchased for the Operations Department to monitor the air quality in confined spaces. No motion was made. No action was taken.

(7). REGULAR SESSION - suspended

The regular session was suspended at 6:39 p.m., at which time Eric Delfel and Dave Kaiser left the meeting.

(8). EXECUTIVE SESSION

(a). Litigation Matters

At 6:39 p.m., the Board moved into Executive Session for thirty (30) minutes, pursuant to *RCW 42.30.110(1)(i)*. No motion was made. No action was taken.

(9). REGULAR SESSION – continued

At 7:09 p.m., the regular session resumed. The meeting was adjourned at 7:09 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams