

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

March 5, 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 Don Ellis at 6:03 p.m. on March 5, 2007. Commissioners Bruce Gardiner, Trudy Rolla, Margaret Wiggins and Kinnon Williams were present. Also present were Alycien Cockbain, Human Resources Director, Dave Jones, Fleet and Facilities Director; Dave Kaiser, Engineering Director; Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant.

(1). PUBLIC

Rate Adjustment Hearing – Second of Two

The Rate Adjustment Public Hearing was opened at 6:03 p.m. No customers were in attendance and no comments were received. The Hearing was closed at 6:07 p.m., at which time, Commissioner Gardiner moved to approve the Rate Adjustment for 2007 as recommended by staff. Commissioner Rolla seconded. It passed unanimously.

(1). CHANGES TO THE AGENDA

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the February 26, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104704
Disbursement Amount:	\$500.00

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160415 - 160492
Disbursement Amount:	\$147,753.74

Fund:	Construction (Water) Fund
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Fund Number: 11-406-3510
Voucher Nos.: 160504 - 160507
Disbursement Amount: \$27,528.36

Fund: Construction (Sewer) Fund
Fund Number: 11-406-3010
Voucher Nos.: 160493 - 160503
Disbursement Amount: \$156,322.97

(c). Electronic Transfers

Payroll \$49,225.00

Commissioner Rolla seconded the motion. It passed unanimously.

(3). NEW BUSINESS

(a). Project Acceptance – 155/Simonds Water Main Replacement Small Works Roster C800 – Resolution 2004-03-01

Commissioner Williams moved to adopt Resolution 2007-03-01 accepting 155/Simonds Water Main Replacement as complete.

Resolution 2007-03-01

A RESOLUTION of the Board of Commissioners of Northshore Utility District Accepting 155/Simonds Water Main Replacement Small Works Roster Project as Complete.

Commissioner Wiggins seconded the motion. It passed unanimously.

(b). 145/100 Water Main Replacement Project Surveying & Base Mapping

Commissioner Williams moved to authorize a change order to Gray & Osborne in the amount of \$15,081.00 to complete the surveying and base mapping for the 145/100 Water Main Replacement Project per the scope of work dated February 20, 2007. Commissioner Rolla seconded the motion. It passed unanimously.

(c). Engineering Policy #3 Small Project Service – Second Reading

The Engineering Department presented a second reading of Engineering Policy #3 Small Project Service, for the Board to review. After a few comments were made, Commissioner Gardiner moved for a third reading. Commissioner Wiggins seconded. It passed unanimously.

- (d). Proposed Purchase and Sales Agreement from the City of Kenmore for the former North Office Site

Commissioner Rolla moved to authorize the President of the Board to sign the proposed purchase and sales agreement with the amendment. Commissioner Gardiner seconded the motion. It passed unanimously.

- (e). City of Kenmore SR 522 Widening Project Phases 1 & 2 Interlocal Agreement

Commissioner Wiggins moved to authorize the General Manager to execute the Interlocal Agreement with the City of Kenmore for work on the SR 522 Project - Phases 1 & 2. Commissioner Gardiner seconded the motion. It passed unanimously.

- (f). Change Order Contract 2006-02 SR 522 Water Main Replacement

Commissioner Gardiner moved to authorize a change order to B&L Utility to include the Open Cut Sewer Repair in the 15000 Block of 61st PI NE within Contract 2006-02. Commissioner Rolla seconded the motion. It passed unanimously.

- (g). NUD Decant Facility Feasibility Study

Dave Kaiser provided the Board with information on the Study that Gray and Osborne conducted on the possibility of having a Decant Facility on the District Headquarters property. Due of some issues that came to light during the Study, it was decided that a Master Plan for the NUD Headquarters would be developed. No motion was made. No action was taken.

(4). STAFF REPORTS

- (a). Operations Report

The Operations Report was presented to the Board.

- (b). Engineering Report

Dave Kaiser presented the Engineering Report to the Board.

