

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

April 16, 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 6:04 p.m. on April 16, 2007. Commissioners Bruce Gardiner, Trudy Rolla, Margaret Wiggins and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Alycien Cockbain, Human Resources Director; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Tom Alexieff, Senior Engineer; Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant. Rich Karschney, Union President was also in attendance.

(1). CHANGES TO THE AGENDA

PUBLIC

Matt Aatai, from Seawest Investment Associates, addressed the Board on connecting to the District's sewer system for a project that his company is building within the District.

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the April 2, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104723 - 104730
Disbursement Amount:	\$90,643.42

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160656 - 160733
Disbursement Amount:	\$1,273,124.87

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	160734

Disbursement Amount: \$6,529.58

Fund: Construction (Sewer) Fund

Fund Number: 11-406-3010

Voucher Nos.: 160735 - 160736

Disbursement Amount: \$21,868.80

(c). Electronic Transfers

End of Month Payroll \$139,966.95

Payroll Taxes \$67,270.34

(d). Board Authorization of New Developer Extension Agreements

Resolution 2007-04-01

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 Turner Plat development project that have been installed by Calibre Homes Inc, in the vicinity of NE 166 St / Simonds Rd 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 \$39,629.20.

Resolution 2007-04-02

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 Turner Plat development project that were installed by Calibre Homes Inc in the vicinity of NE 166 St / Simonds Rd 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 \$34,799.39.

Resolution 2007-04-03

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 Greenwood Estates development project that have been installed by West Tier Development Corp, in the vicinity of NE 140 St / 105 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 \$55,925.59.

Resolution 2007-04-04

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 Greenwood Estates development project that were installed by West Tier Development Corp in the vicinity of NE 140 St / 105 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 \$51,353.43.

Resolution 2007-04-05

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 Bothell Way Retail Center development project that were installed by Columbia 2004 Partners LLC in the vicinity of NE Bothell Way / 70 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 \$55,326.58.

Resolution 2007-04-08

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 Kirkland Villas development project that have been installed by Cedarbrook Homes LLC, in the vicinity of NE 134 PI / 133 PI 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 \$89,244.02.

Commissioner Wiggins seconded the motion. It passed unanimously.

(3). NEW BUSINESS

(a). Sewage Lift Station #19 (C776)

Commissioner Rolla moved to approve a charge order to Grey & Osborne in the amount of \$22,910 per scope of work dated April 10,2007 to continue to investigate the possibilities of eliminating lift station 19 and move to a gravity sewer system. Commissioner Gardiner seconded. It passed 4-0 with Commissioner Wiggins abstaining.

(b). Project Acceptance: Contract 2006-02; SR 522 Water Main Replacement Project

Commissioner Rolla moved to adopt Resolution 2007-04-09 accepting Contract 2006-02 as complete. Commissioner Wiggins seconded the motion. It passed unanimously.

(c). Authorization to Bid - Contract 2007-01; 118/72, 186/80, tolt/91 and 68/HPD Sewer

Commissioner Rolla moved to authorize staff to proceed with the bidding for Contract 2007-01. Commissioner Williams seconded. It passed unanimously.

(d). Interfund Loan Transfer from Maintenance Fund to the Water Construction Fund

Commissioner Gardiner moved to adopt Resolution 2007-04-06 which approved the transfer of funds from the maintenance fund to the water construction fund. Commissioner Williams seconded. It passed unanimously.

(e). Interfund Loan Transfer from Maintenance Fund to the Sewer Construction Fund

Commissioner Wiggins moved to adopt Resolution 2007-04-07 which approved the transfer of funds from the maintenance fund to the sewer construction fund. Commissioner Gardiner seconded. It passed unanimously.

(f). Customer Gert Gustedt Letter to the Board on Base Rate Charges

A letter addressed to the commissioners regarding the District's base rate charges was presented and discussed. The Board directed staff to respond to the customer by letter and explain the District's policy.

(g). Sammamish Watershed Festival 2007

Commissioner Gardiner moved to approve a contribution of \$1,500 to the 2007 Sammamish Watershed Festival to support students in the Northshore School District. Commissioner Williams seconded. It passed unanimously.

(4). OLD BUSINESS

(a). Engineering Policy #5 – Second Reading

Engineering Director Kaiser, presented a second draft of the Engineering Policy 3# - Small Project Services, for the Board to review. Board directed

staff to bring the policy back for a third reading.

(b). FOG Program Policy – Third Reading

Commissioner Wiggins moved to adopt the FOG Program Policy. Commissioner Rolla seconded. It passed unanimously.

(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). COMMISSIONERS REPORT

(a). King County Sewage Rate Meeting

Commissioner Wiggins and Fanny Yee attended a meeting on the King County sewage rate changes that are being proposed by the County. No motion was made. No action was taken.

(7). REGULAR SESSION - suspended

The regular session was suspended at 6:36 p.m., at which time Ken Enns and Rich Karschney left the meeting.

(8). EXECUTIVE SESSION

Litigation Matters

At 6:36 p.m., the Board moved into Executive Session for fourteen (14) minutes, pursuant to *RCW 42.30.110(1)(i)*. No motion was made. No action was taken.

(9). REGULAR SESSION – continued

The regular session was resumed at 6:55 p.m., at which time Tom Alexieff left the meeting.

(10). EXECUTIVE SESSION

Union Matters

At 6:57 p.m., the Board moved into Executive Session for seven (7) minutes to discussed personnel matters pursuant to *RCW 42.30.140(1)(g)*. No motion was made. No action was taken.

(11). REGULAR SESSION – continued

At 7:04 p.m., the regular session resumed. The meeting was adjourned at 7:04 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams