

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

May 7, 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 6:05 p.m. on May 7, 2007. Trudy Rolla, Margaret Wiggins and Kinnon Williams were present. Also present were Alycien Cockbain, Human Resources Director, Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Ken Enns, Consulting Engineer and Kelly Boswell, Executive Assistant. Also in attendance was Attorney, Joe Marra and Union Secretary, Cheri L'Heureux. Commissioner Bruce Gardiner arrived at 6:17 p.m.

(1). CHANGES TO THE AGENDA

Commissioner Wiggins would like to add New Business #1

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the April 16, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104731
Disbursement Amount:	\$500.00

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160737 - 160828
Disbursement Amount:	\$228,111.00

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	160829 - 160832
Disbursement Amount:	\$44,069.79

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	160833 – 160835
Disbursement Amount:	\$3,489.49

- (c). Electronic Transfers

Payroll \$50,125.00

- (d). Board Authorization of New Developer Extension Agreements

Resolution 2007-05-01

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 McCann BLA development project that were installed by Jack McCann Company, Inc in the vicinity of NE 203 St / 82 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 \$49,152.13.

Resolution 2007-05-02

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 McCann BLA development project that have been installed by Jack McCann Company, Inc, in the vicinity of NE 203 St / 82 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 \$183,252.74.

Commissioner Wiggins seconded the motion. It passed unanimously.

(3). NEW BUSINESS

- (a). Bill of Sales for Developer Extensions

Commissioner Wiggins wanted to clarify why the Bill of Sale Resolutions appeared in the minutes but didn't appear in the weekly binder for the meeting. After discussion, it was the consensus of the Board that the notes in the minutes were for the records and staff resolved all issues concerning the DE's before they came to the Board for the final acceptance.

- (b). Easement Encroachments

Dave Kaiser informed the Board of several easement encroachments that are accruing and the proposed remedies to fix them. No motion was made. No action as taken.

- (c). Project Acceptance – 2006-05 CIPP Sewer Rehabilitation C769

Commissioner Gardiner moved to adopt Resolution 2007-05-03 accepting Contract 2006-05 CIPP Sewer Rehabilitation as complete. Commissioner Rolla seconded the motion. It passed unanimously.

Resolution 2007-05-03

A RESOLUTION of the Board of Commissioners of Northshore Utility District Accepting Contract 2006-05; CIPP Sewer Rehabilitation as Complete.

(d). 1% Program Report from SPU

The General Manager summarized a report to the Board released by SPU on the 1% Conservation Program. The purveyors as a group have reduced the average single-family consumption by 10.31% over the past ten years. NUD has done an above-average job at 12.50%. No motion was made. No action was taken.

(e). NUD HQ Master Plan Design C735

Commissioner Gardiner motioned to authorize a new task order to Gray & Osbourne in the amount of \$50,000 to begin the engineering design and permit documents for the NUD Headquarters Master Plan. Commissioner Williams seconded the motion. It passed unanimously.

(f). New General Counsel

The Governor has signed the HB 1255 Bill which will prohibit a Commissioner of a District to serve as the legal counsel. Mr. Blair Burroughs of Lawler, Burroughs and Baker, PC was recommended to represent the District.

The Board takes the recommendation under advisement. No motion was made. No action was taken.

(4). OLD BUSINESS

(a). Eng Policy #5 – Assessment and Administration of Connection Charges – Third Reading

Commissioner Wiggins moved to adopt Eng Policy #5. Commissioner Williams seconded the motion. It passed unanimously.

(5). 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.

(6). EXECUTIVE SESSION

Special Counsel, Joe Marra joined the meeting at 6:46 p.m.

Union Matters

At 6:46 p.m., the Board moved into Executive Session for twenty (20) minutes to discussed personnel matters pursuant to *RCW 42.30.140(1)(g)*, after which time it was extended twelve (12) more minutes until 7:18 p.m. No motion was made. No action was taken.

(7). REGULAR SESSION – continued

Joe Marra left the meeting.

(8). EXECUTIVE SESSION

Litigation Matter

At 7:18 p.m., the Board moved into Executive Session for seven (7) minutes, pursuant to *RCW 42.30.110(1)(i)*. No motion was made. No action was taken.

(9). REGULAR SESSION – continued

The meeting was adjourned at 7:25 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams