

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

June 4, 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 June 4, 2007. Trudy Rolla, Margaret Wiggins and Kinnon Williams were present. Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Steve Schommer, Information Systems Director; Ken Enns, Consulting Engineer and Kelly Boswell, Executive Assistant. Also in attendance was Union President Rich Karschney. Alycien Cockbain, Human Resources Director, arrived at 6:10 p.m., and Commissioner Bruce Gardiner arrived at 6:49 p.m.

(1). CHANGES TO THE AGENDA

Add Sewage Lift Station #19 Pumps Replacement

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the May 21, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104770
Disbursement Amount:	\$500.00

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160911 - 160978
Disbursement Amount:	\$427,556.60

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	160982
Disbursement Amount:	\$1,168.55

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

Voucher Nos.: 160979 – 160981
Disbursement Amount: \$30,359.38

(c). Electronic Transfers

Payroll \$50,725.00

(d). Board Authorization of New Developer Extension Agreements

Resolution 2007-06-01

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 Goat Hill development project that were installed by Harold Mehrer, Jr. in the vicinity of NE 119TH Place / 89TH 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 \$125,717.16.

Resolution 2007-06-03

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 Logboom Park development project that were installed by City of Kenmore in the vicinity of NE 175TH Street/60TH 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 \$13,266.62.

Resolution 2007-06-04

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 Quail Ridge development project that have been installed by Joe Cort, in the vicinity of NE 164 St / Simonds Rd 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 \$37,945.81.

Resolution 2007-06-05

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

Quail Ridge development project that were installed by Joe Cort in the vicinity of NE 164 St / Simonds Rd 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 \$29,355.52.

Commissioner Rolla seconded the motion. It passed unanimously.

(3). NEW BUSINESS

(a). Correspondence From Ratepayer Mr. Grant Farr

A web email addressed to the Commissioners on notification for terminating services was presented and discussed. The Board directed staff to respond to the customer and explain the District's policy.

(b). Correspondence From Ratepayer Ms. Inci Lind

A letter from a ratepayer on disconnection fees was presented and discussed. The Board directed staff to respond to the customer and explain the District's policy.

(c). Goat Hill Sanitary Sewer Developer Extension – Resolution 2007-06-02

Commissioner Williams moved to rescind Resolution 2006-06-03 and adopt Resolution 2007-06-02 which lists new project costs for Goat Hill Sewer Developer Extension. Commissioner Rolla seconded the motion. It passed unanimously.

Resolution 2007-06-02

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 Goat Hill development project that have been installed by Harold Mehrer, Jr., in the vicinity of NE 119TH Place / 89TH 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 \$111,263.55.

(d). McCann Developer Buyout of Reimbursement Agreement

Commissioner Williams moved to authorize payment of \$12,174.63 to purchase the RA's affecting three parcels relating to the McCann DEA. Commissioner Wiggins seconded the motion. It passed unanimously.

- (e). Authorization to Bid – Contract 2007-03 143/92 Trench Repair & Water Main Replacement; LS#14 Force Main Replacement; 144-88 Water Main Replacement

Commissioner Williams motioned to authorize staff to proceed with bidding for Contract 2007-03. Commissioner Rolla seconded the motion. It passed unanimously.

- (f). Lift Station No. 14 – Permitting Concerns for King County

Engineering staff presented a letter sent to King County DDES Building Services Division Director to express concerns about the lengthy permit review process for Lift Station #14. No motion was made. No action was taken.

- (g). 2008 Sewer Extension Projects – Survey & Base Mapping

Commissioner Williams moved to authorize a change order to Gray & Osborne in the amount of \$24,400 to complete the survey and mapping work per scope dated May 23, 2007. Commissioner Wiggins seconded the motion. It passed unanimously.

- (h). Sewage Lift Station #19 Pumps Replacement

Commissioner Williams requested to address this matter after discussion in Executive Session.

(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.

(5). REGULAR SESSION - suspended

The regular session was suspended at 6:29 p.m., at which time Ken Enns and Rich Karschney left the meeting.

(6). EXECUTIVE SESSION

Litigation Matter

At 6:29 p.m., the Board moved into Executive Session for twenty (20) minutes, pursuant to *RCW 42.30.110(1)(i)*.

Personnel Matters

At The Board moved into Executive Session for pursuant to *RCW 42.30.110(1)(g)*. No motion was made. No action was taken.

The Board adjourned Executive Session at 6:49 p.m.

(7). REGULAR SESSION – continued

Sewage Lift Station #19 Pumps Replacement

Commissioner Williams motioned to award the replacement project to Gary Harper Construction based on a bid of \$60,384 and to require the reimbursement from the developer for the improvements as a condition of connecting to the sewer system. Commissioner Gardiner seconded the motion. It passed unanimously.

The meeting was adjourned at 6:51 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams