

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

June 18, 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 18, 2007. Commissioners Bruce Gardiner, Trudy Rolla, Margaret Wiggins and Kinnon Williams were present. Also present were Fanny Yee, General Manager; Dave Jones, Fleet and Facilities Director; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Alycien Cockbain Human Resources Director, Eric Delfel, Engineering Consultant and Kelly Boswell, Executive Assistant. Cheri L'Heureux, Union representative was also in attendance.

(1). CHANGES TO THE AGENDA

Add Staff Report - Kirkland Franchise

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the June 4, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104771 - 104778
Disbursement Amount:	\$91,274.80

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160983 - 161033
Disbursement Amount:	\$2,145,513.47

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	161053 - 161054
Disbursement Amount:	\$743.69

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	161052
Disbursement Amount:	\$1,504.78

(c). Electronic Transfers

End of Month Payroll \$146,879.72

Payroll Taxes \$71,527.65

Commissioner Rolla seconded the motion. It passed unanimously.

(3). OLD BUSINESS

(a). Water & Sewer Systems, Comp Plan Update

Dave Kaiser updated the Board on the status of the District's Comprehensive Plan Updates. Currently, the District is still waiting on King County to approve the Plans. No motion was made. No action was taken.

(4). 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.

(c). Kirkland Franchise

Fanny Yee gave a report to the Board on a meeting that she and Dave attended with the representatives for the City of Kirkland for a preliminary discussion to negotiate a new franchise agreement. The agreement would allow for an adjustment to the franchise fee and the possibility of using the District's abandoned water mains as conduits.

(5). REGULAR SESSION - suspended

The regular session was suspended at 6:43 p.m., at which time Eric Delfel and Cheri L'Heureux left the meeting. The Board took a five (5) minute break.

(6). EXECUTIVE SESSION

Litigation Matters

At 6:48 p.m., the Board moved into Executive Session for seven (7) minutes to discuss litigation matters, pursuant to *RCW 42.30.110(1)(i)*. No motion was made. No action was taken.

Personnel Matters

At 6:55 p.m., the Board moved into Executive Session twenty-two (22) minutes to discuss personnel matters, pursuant to *RCW 42.30.110(1)(g)*. No motion was made. No action was taken.

(7). REGULAR SESSION – continued

At which time Dave Kaiser, Al Nelson, Dave Jones, Alycien Cockbain and Kelly Boswell left the meeting.

(8). EXECUTIVE SESSION - resumed

Personnel Matters

At 7:17 p.m., the Board moved into Executive Session eight (8) minutes, pursuant to *RCW 42.30.110(1)(g)*.

(9). REGULAR SESSION – continued

At 7:25 p.m., the regular session resumed

(10). PERFORMANCE INCENTIVE AWARDS

Pursuant to Resolution 2003-02-07, Commissioner Williams moved to award staff recommended annual performance incentives for eligible participants. Commissioner Gardiner seconded. It passed unanimously.

The meeting was adjourned at 7:26 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams