

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

September 17, 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 September 17, 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 Jones, Fleet and Facilities Director; Al Nelson, Operations Director; Steve Schommer, Information Systems Director; Ken Enns, Consulting Engineer and Kelly Boswell, Executive Assistant. Dave Kaiser had an excused absence.

(1). CHANGES TO THE AGENDA

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the September 10, 2007 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos.:	104797 - 104804
Disbursement Amount:	\$92,206.25

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	161485 - 161562
Disbursement Amount:	\$1,488,683.37

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	161568 - 161570
Disbursement Amount:	\$4,346.98

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	161563 - 161567
Disbursement Amount:	\$20,297.35

(c). Electronic Transfers

End of Month Payroll \$145,065.28

Payroll Taxes \$70,015.23

(d). Board Acceptance of Developer Extension Projects and Transfer of Ownership by Bill of Sale.

Resolution 2007-09-06

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 Totem Lake Marriott development project that were installed by Touchstone Corporation in the vicinity of NE 124 St / 113 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 \$117,498.24.

Commissioner Rolla seconded the motion. It passed unanimously.

(3). NEW BUSINESS

(a). Customer Letter to the Commissioners

A letter address to the commissioners on sewer charges for a vacant home was presented and discussed. The Board directed staff to respond to the customer and explain the District's policy.

(b). Customer Comment

A ratepayer's email was shared with the Board on a water main replacement project that the District is in the process of constructing. The ratepayer complimented D&G Backhoe for providing high quality work and being very courteous during the construction on their street. No motion was made. No action a taken.

(4). STAFF REPORTS

(a). Operations Report

Al Nelson presented the Operations Report to the Board.

(5). REGULAR SESSION - suspended

The regular session was suspended at 6:16 p.m., at which time Ken Enns left the meeting.

(6). EXECUTIVE SESSION

Union Matters

At 6:16 p.m., the Board moved into Executive Session for thirteen (13) minutes to discussed personnel matters pursuant to *RCW 42.30.140(1)(g)*.

(7). REGULAR SESSION – continued

Commissioner Gardiner moved to approve a letter to be sent out to Union members addressing items that were brought to the Boards attention at the September 10th Board Meeting. Commissioner Wiggins seconded the motioned. It passed unanimously.

The meeting was adjourned at 6:37 p.m.

D.A. Ellis

D. Bruce Gardiner

Trudy C. Rolla

Margaret R. Wiggins

Kinnon W. Williams