

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

January 8, 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 Bruce Gardiner at 6:00 p.m. on January 8, 2007. Commissioners Don Ellis 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 and Ken Enns, Engineering Consultant.

**(1). CHANGES TO THE AGENDA**

Election of Board Officers

Introduction of Joseph Marra, Attorney

**(2). PUBLIC – 6:02 p.m.**

Property Owner Claim – 205/61 Water Main Project Contract 2006-01

Customer Natalia von Somoff filed a claim asking for payment for her time spent overseeing repairs. The Board directed staff to deny the claim for legal reasons.

Public Comments Item – Crosby Short Plat

Customer Rick Crosby requested District participation to build a water main loop on a short plat he is developing. The Board informed Mr. Crosby that it would be an illegal gift of public funds but directed Engineering Director to research the potential downside of not having a loop in the area and if the District is getting a benefit from the installation of the main. Staff is directed to bring the information back to the Board at a later meeting.

**(3). CONSENT AGENDA**

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

- (a). Minutes: Minutes of the January 8, 2006 Regular Board Meeting.
- (b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	160064-160125
Disbursement Amount:	\$114,397.63

Fund: Construction (Water) Fund  
Fund Number: 11-406-3510  
Voucher Nos.: 160126  
Disbursement Amount: \$71,186.53

(c). Electronic Transfers

Mid Month Payroll \$52,025.00

Commissioner Ellis seconded the motion. It passed unanimously.

**(4). NEW BUSINESS**

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

Commissioner Rolla moved to authorize a change order on the amount of \$13,662.00 for the preliminary Design Plans for the Gravity Sewer System Option to Eliminate Sewage Left Station No. 19. Commissioner Ellis seconded the motion. It passed unanimously.

(b). Approval of Service Contract for Marking Underground Utilities

Commissioner Ellis moved to authorize the General Manager to approve and sign the service contract with Central Locating Services. Commissioner Wiggins seconded the motion. It passed unanimously.

(c). Engineering Status Report Format and Report

Engineering Director presented the Engineering Report and asked for comments on the format of the Engineering Report. Board directed staff to provide new news only, in the same format as the Operations Report.

**(5). STAFF REPORTS**

(a). Operations Report

Al Nelson presented the Operations Report to the Board.

**(6). INTRODUCTION OF ATTORNEY**

Joseph Marra was introduced to the Board.

**(7). REGULAR SESSION - suspended**

**(8). EXECUTIVE SESSION**

(a). Personnel Matters

At 6:42 The Board moved into Executive Session for 10 minutes pursuant to *RCW 42.30.110(i)*. The Board adjourned the Executive Session at 6:52 p.m. No motion was made. No action was taken.

**(9). REGULAR SESSION – New Business continued**

(d). Nomination of Board Officers

Commissioner Williams nominated Don Ellis to be Board President and Trudy Rolla to be Secretary. Commissioner Wiggins seconded the nominations. It passed unanimously.

(e). Union Negotiations

The Board officially hired Joseph Marra as the District’s Attorney for the Union Contract negotiations.

**(10). REGULAR SESSION - suspended 6:56 p.m.**

**(11). EXECUTIVE SESSION**

(a). Personnel Matters

At 6:56 The Board moved into Executive Session for 9 minutes pursuant to *RCW 42.30.110(i)*. The Board adjourned the Executive Session at 7:05 p.m. No motion was made. No action was taken.

**(12). REGULAR SESSION – continued**

At 7:06 p.m., the regular session resumed. The meeting was adjourned at 7:06 p.m.

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D.A. Ellis

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D. Bruce Gardiner

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Trudy C. Rolla

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Margaret R. Wiggins

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Kinnon W. Williams