

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

December 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 6:10 p.m. on December 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 & Facilities Director; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Steve Schommer, Information & Technology Director and Kelly Boswell, Executive Assistant.

**(1). PUBLIC**

Robert Peterson, Commissioner-elect was in attendance.

**(2). CHANGE TO AGENDA**

Add 4d - Letters to King County and MWPAAC

**(3). CONSENT AGENDA**

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

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

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos:	104818 -104824
Disbursement Amount:	\$88,048.85

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	161979 - 162058
Disbursement Amount:	\$932,353.89

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	162059
Disbursement Amount:	\$225.97

Fund: Construction (Water) Fund  
Fund Number: 11-406-3510  
Voucher Nos.: 162060  
Disbursement Amount: \$3,380.00

(c). Electronic Transfers

End of Month Payroll \$153,390.10  
Payroll Taxes \$69,810.46

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

**Resolution 2007-12-06**

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 Orcas Moon development project that were installed by Orcas Moon LLC in the vicinity of NE 157 St / 116 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 \$46,988.01.

**Resolution 2007-12-07**

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 Orcas Moon development project that have been installed by Orcas Moon LLC, in the vicinity of NE 157 St / 116 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 \$24,491.95.

Commissioner Gardiner seconded the motion. It passed unanimously.

**(4). NEW BUSINESS**

(a). Authorizing Commissioner-elect Peterson to Attend a Commissioner Workshop – Resolution 2007-12-05

Commissioner Gardiner moved to adopt resolution 2007-12-05 authorizing Commissioner-elect Peterson to attend a Commissioners workshop. Commissioner Rolla seconded the motion. It passed unanimously.

**Resolution 2007-12-05**

A RESOLUTION of the Board of Commissioners of Northshore

Utility District KING COUNTY, WASHINGTON, AUTHORIZING THE ATTENDANCE OF COMMISSIONER-ELECT ROBERT PETERSON AT A COMMISSIONERS' WORKSHOP.

(b). MRSC Roster – Resolution 2007-12-08

Commissioner Gardiner moved to adopt resolution 2007-12-08 establishing participation with MRSC to use the small works roster and consulting services roster maintained by MRSC for the District use. Commissioner Rolla seconded the motion. It passes unanimously.

**Resolution 2007-12-08**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF NORTHSORE UTILITY DISTRICT (District) OF KENMORE, WASHINGTON, ON THE SUBJECTS OF ESTABLISHING A SMALL WORKS ROSTER PROCESS TO AWARD PUBLIC WORKS CONTRACTS AND A CONSULTING SERVICES ROSTER FOR ARCHITECTIURAL, ENGINEERING AND OTHER PROFESSIONAL SERVICES.

(c). Headquarter Improvements (C735)

Dave Kaiser wanted to discuss alternative sites for the proposed Decant Facility. The Northshore Fire Department site was considered. Board directed staff to continue to explore other options for the new decant facility and bring them back to the Board for discussion.

(d). Letters to King County and MWPAAC

Commissioner Wiggins requested Board authorization to sign two letters directed to Ron Sims. The letter addressing concerns over King County's proposed changes to the comprehensive plan review process was approved for her signature as NUD's representative. The letter calling for renewed negotiations of the county's sewer treatment contracts was not approved at this time.

**(5). OLD BUSINESS**

(a). 2008 Budget – Second Reading

Commissioner Williams motioned to move the Budget to a third reading at the January 7, 2008 Board Meeting and also directed any comments or changes that the Board may have go to the General Manager. Commissioner Rolla seconded the motion. It passed unanimously.

**(6). 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.

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

The regular session was suspended at 7:03 p.m.

**(8). EXECUTIVE SESSION**

Personnel Matter

At 7:03 p.m., the Board moved into Executive Session for fifteen (15) minutes, pursuant to *RCW 42.30.110(1)(g)*.

Union Matters

At 7:18 p.m., the Board moved into Executive Session for four (4) minutes to discuss personnel matters pursuant to *RCW 42.30.110(1)(g)*.

**(9). REGULAR SESSION – continued**

The meeting was adjourned at 7:22 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