

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

January 7, 2008

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 Trudy Rolla at 6:00 p.m. on January 7, 2007. Commissioners Don Ellis, Bruce Gardiner, Robert Peterson and Margaret Wiggins 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; Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant.

(1). SWEARING IN OF COMMISSIONERS

Re-elected Commissioner Don Ellis was sworn in for position number 5 on the Northshore Utility District Board of Commissioners.

Board confirmed newly elected Commissioner, Robert Petersons swearing in on January 4th, 2008 for position number 2 on the Northshore Utility District Board of Commissioners.

(2). ELECTION OF NEW BOARD OFFICERS

- (a). Commissioner Gardiner nominated Trudy Rolla for Board President for the year 2008. Commissioner Wiggins seconded the nomination. It passed unanimously.
- (b). By acclamation, Margaret Wiggins was appointed to be Board Secretary for the year 2008.

(3). CHANGES TO THE AGENDA

Add 7a - Purchase of Copier for Finance Department
Add 7b - Legal Services

(4). CONSENT AGENDA

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

- (a). Minutes: Minutes of the December 17, 2007 Regular Board Meeting

- (b). Vouchers:
- | | |
|----------------------|---------------------------|
| Fund: | Maintenance and Operation |
| Fund Number: | 11-406-0010 |
| Voucher Nos.: | 162061 - 162137 |
| Disbursement Amount: | \$313,788.31 |
-
- | | |
|----------------------|---------------------------|
| Fund: | Construction (Water) Fund |
| Fund Number: | 11-406-3510 |
| Voucher Nos.: | 162146 - 162148 |
| Disbursement Amount: | \$37,969.92 |
-
- | | |
|----------------------|---------------------------|
| Fund: | Construction (Sewer) Fund |
| Fund Number: | 11-406-3010 |
| Voucher Nos.: | 162138 - 162145 |
| Disbursement Amount: | \$441,001.66 |

(c). Electronic Transfers

Mid-month Payroll \$49,950.00

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

Resolution 2008-1-01

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 ATCON 160th Plaza development project that were installed by Seawest Investment Association LLC in the vicinity of NE 160th St / Juanita Woodinville Wy 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 \$27,574.08.

Commissioner Ellis seconded the motion. The motion passed unanimously.

(5). NEW BUSINESS

(a). King County Investment Pool and the Credit Crisis

General Manager Yee gave an update to the Board on the King County Investment Pool's commercial paper holdings. No motion was made. No action was taken.

(b). NUD Decant Facility (C735)

Dave Kaiser asked the Board to reconsider the Northshore Fire Department site for the Decant Facility by authorizing a Feasibility Study on the property. Commissioner Gardiner moved to authorize the General Manager to approve up to \$20,000 to investigate the property for a Decant Facility. Commissioner Ellis seconded the motion. The motion passed unanimously.

(c). Contract 2007-01; 118/72; 186/80, Tolt/91, 68/HPD, 134/64 Sewer and Water Projects (C807)

Commissioner Ellis motioned to authorize a change order to Buno Construction in the amount of \$19,672.89 for numerous water and sewer projects. Commissioner Wiggins seconded the motion. The motion passes unanimously.

(6). OLD BUSINESS

(a). 2008 Budget – Third Reading, Motion to Pass

Commissioner Gardiner motioned to approve the District's 2008 Budget. Commissioner Peterson seconded the motion. The motion passed unanimously.

(7). NEW BUSINESS - Continued

(a). Purchase of New Copier for the Finance Department

Commissioner Wiggins motioned to approve the purchase of a new copier for the Finance Department in the amount of \$14,700.41 from Copiers NW. Commissioner Gardiner seconded the motion. The motion passed unanimously.

(b). Legal Services

The Board authorized the General Manager to use Williams and Williams Law Firm on an hourly bases for District business.

(8). STAFF REPORTS

(a). Operations Report

The Operations Report was presented to the Board.

(b). Engineering Report

The Engineering Report was presented to the Board.

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

(10). **EXECUTIVE SESSION**

Legal Services

At 6:50 p.m., the Board moved into Executive Session for two (2) minutes, pursuant to *RCW 42.30.110(1)(g)*.

Union Matters

At 6:52 p.m., the Board moved into Executive Session for nine (9) minutes to discussed personnel matters pursuant to *RCW 42.30.140(4)*.

The Board adjourned Executive Session at 7:01 p.m.

The meeting was adjourned at 7:01 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert S. Peterson

Trudy C. Rolla

Margaret R. Wiggins