

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

February 25, 2008

A special 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 February 25, 2008. 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; Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant.

**(1). PUBLIC**

Rate Adjustment Hearing – First of Two

The Rate Adjustment Public Hearing was opened at 6:00 p.m. No customers were in attendance and no comments were heard. The Hearing was closed at 6:01 p.m. The District will continue to receive public comments at the continuation of the Public Rate Hearing scheduled for March 5, 2008. No motion was made. No action was taken.

**(2). CHANGE TO AGENDA**

Add item #3 Union Management Team  
Add item #5e Mutual Aid Agreement with the City of Kirkland

**(3). UNION**

The Union Management Team addressed the Board on the continuing labor negotiations. No motion was made. No action was taken.

**(4). CONSENT AGENDA**

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

- (a). Minutes: Minutes of the February 4, 2008 Regular Board Meeting and the Special Meeting of February 13, 2008.

(b). Vouchers:

Fund: Maintenance and Operation - Payroll  
Fund Number: 11-406-0010  
Voucher Nos: 104832 -104838  
Disbursement Amount: \$96,019.00

Fund: Maintenance and Operation  
Fund Number: 11-406-0010  
Voucher Nos.: 162301 - 162383  
Disbursement Amount: \$1,041,967.30

Fund: Construction (Sewer) Fund  
Fund Number: 11-406-3010  
Voucher Nos.: 162384-162387  
Disbursement Amount: \$5,590.27

Fund: Construction (Water) Fund  
Fund Number: 11-406-3510  
Voucher Nos.: 162388 - 162389  
Disbursement Amount: \$2,258.20

(c). Electronic Transfers

End of Month Payroll	\$144,245.76
Payroll Taxes	\$69,129.93

Commissioner Gardiner seconded the motion. It passed unanimously.

**(5). NEW BUSINESS**

(a). Project Acceptance: Contract 2007-03; Resolution 2008-02-01

Commissioner Gardiner moved to adopt resolution 2008-02-01 accepting Contract 2007-03 as complete. Commissioner Peterson seconded the motion. It passed unanimously.

(b). Sewer Lift Station #19 Pumps Replacements (C821) Resolution 2008-02-03

Commissioner Ellis moved to adopt resolution 2008-02-03 accepting Sewage Lift Station #19 Pumps Replacement as complete. Commissioner Wiggins seconded the motion. It passed unanimously.

(c). 135/HPD Water Main Replacement – Asphalt Restoration (C830)

Commissioner Ellis moved to authorize staff to proceed with the 135/HPD

Asphalt Restoration Project as emergency work and to authorize the General Manger to execute an agreement with KLB Construction for an amount not to exceed \$13,000.00. Commissioner Gardiner seconded the motion. It passed unanimously.

- (d). 7017 NE 204<sup>th</sup> St Side Sewer Stub Installation Small Works Roster Project (C832) Resolution 2008-02-02

Commissioner Wiggins moved to adopt resolution 2008-02-02 awarding the Side Sewer Stub Installation Small Works Roster Project to Bolles Construction of Redmond in the amount of \$23,892.66 including tax. Commissioner Gardiner seconded the motion. It passed unanimously.

- (e). Mutual Aid Agreement with the City of Kirkland

Commissioner Gardiner moved to authorize the General Manager to execute the Mutual-aid Agreement with the City of Kirkland. Commissioner Ellis 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 6:37 p.m. at which time Ken Enns left the meeting.

**(8). EXECUTIVE SESSION**

Personnel Matter

At 7:01 p.m., the Board moved into Executive Session for seven (7) minutes, pursuant to *RCW 42.30.110(1)(g)*.

**(9). REGULAR SESSION** – continued

The meeting was adjourned at 7:08 p.m.

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D.A. Ellis

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D. Bruce Gardiner

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Robert Peterson

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Trudy C. Rolla

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Margaret R. Wiggins