

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

November 3, 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 6:02 p.m. on November 3, 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 Kaiser, Engineering Director; Al Nelson, Operations Director; Ken Enns, Engineering Consultant; Kelly Boswell, Executive Assistant and Kinnon Williams, District Counsel.

(1). CHANGE TO THE AGENDA

Add Commissioner Report 5c

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the October 20, 2008 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	163585 - 163639
Disbursement Amount:	\$393,430.68

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	163640 - 163644
Disbursement Amount:	\$231,125.74

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	163645 - 163647
Disbursement Amount:	\$66,200.90

(c). Electronic Transfers

Mid-month Payroll \$48,325.00

- (d). Board Acceptance of Developer Extension Projects and Transfer of Owner Bill of Sale

Resolution 2008-11-02

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 Casa Juanita Fireline development project that were installed by King County Housing Authority in the vicinity of NE 122 St / 98 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 \$9,149.08.

Commissioner Peterson seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

- (a). 193/49 Sewer Project (C845)

Staff updated the Board on a current project to provide sewer services to two landlocked properties with respect to the District sewer system. The work is proposed to be included on Contract 2009-02 which is scheduled for construction in the fall of 2009. No motion was made. No action was taken.

(4). OLD BUSINESS

- (a). City of Kirkland Franchise Agreement

Commissioner Ellis moved to adopt Resolution 2008-11-01 accepting the new Franchise Agreement between the District and the City of Kirkland effective 1-1-2009. Commissioner Gardiner seconded the motion. The motion passed unanimously.

(5). 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.

(c). Commissioners Report

Commissioner Wiggins gave a summary of the WASWD meeting she attended on October 20th.

(6). REGULAR SESSION - suspended

At 6:24 p.m., the regular session was suspended. At which time, Ken Enns left the meeting.

(7). EXECUTIVE SESSION

Legal Matters

At 6:24 p.m., the Board moved into Executive Session for twenty eight (28) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

Personnel Matters

At 6:52 p.m., the Board moved into Executive Session for eight (8) minutes to discuss personnel matters pursuant to *RCW 42.30.110(1)(g)*.

(8). REGULAR SESSION – continued

The meeting was adjourned at 7:00 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert S. Peterson

Trudy C. Rolla

Margaret R. Wiggins