

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

December 1, 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 December 1, 2008. Commissioners Don Ellis, Bruce Gardiner and Margaret Wiggins were present. Also present were Fanny Yee, General Manager; Dave Jones; Fleet and Facilities Director; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Ken Enns, Engineering Consultant; Kelly Boswell, Executive Assistant and Kinnon Williams, District Counsel. Robert Peterson was absent.

(1). CHANGE TO THE AGENDA

Add 3d & 3e

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the November 17, 2008 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	163712 - 163774
Disbursement Amount:	\$105,940.35

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	163775 - 163779
Disbursement Amount:	\$114,196.17

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	163780 - 163782
Disbursement Amount:	\$157,107.99

(c). Electronic Transfers

Mid-month Payroll \$49,015.00

Commissioner Wiggins seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

(a). Approve to Surplus Truck 46

Commissioner Wiggins moved to surplus Truck 46 now that the new camera truck #83 is in service. Commissioner Gardiner seconded the motion. The motion passed unanimously

(b). SEPA Rules Adoption

Commissioner Wiggins moved to adopt Resolution 2008-12-01 accepting the State Environment Policy Act (SEPA). Commissioner Ellis seconded the motion. The motion passed unanimously.

(c). Project Acceptance; Contract 2008-01; Annual Water & Sewer Extension – Resolution 2008-12-01 and 2008-12-02

Commissioner Wiggins moved to adopt Resolutions 2008-12-02 & 2008-12-03 accepting Contract 2008-01; Schedule A & C as complete. Commissioner Ellis seconded the motion. The motion passed unanimously.

(d). Appoint NUD Representative to SPU Operating Board

Commissioner Gardiner moved to appoint Commissioner Wiggins as the District representative to the SPU Operating Board for the years 2009-2013 and Fanny Yee as the alternate. Commissioner Ellis seconded the motion. The motion passed unanimously.

(e). Per Diem Payments for Commissioners for Calling into Meetings

The legal limits on commissioners' compensation was discussed. It was agreed that the state auditor restriction for district meetings via speaker phone is prohibited but does not preclude other work on behalf of the district such as meeting preparation. No motion was made. No action was taken.

(4). 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.

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

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

(6). **EXECUTIVE SESSION**

Legal Matters

At 6:23 p.m., the Board moved into Executive Session for thirty-eight (38) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

Personnel Matters

At 7:01 p.m., the Board moved into Executive Session for three (3) minutes to discuss personnel matters pursuant to *RCW 42.30.110(1)(g)*.

(7). **REGULAR SESSION** – resumed at 7:04 p.m.

Fanny Yee discussed the rate increase variables with the commissioners for 2009.

(8). **REGULAR SESSION** - continued

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

D.A. Ellis

D. Bruce Gardiner

Robert S. Peterson

Trudy C. Rolla

Margaret R. Wiggins