

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

February 23, 2009

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 Margaret Wiggins at 5:33 p.m. on February 23, 2009. Commissioners Bruce Gardiner, Robert Peterson and Trudy Rolla were present. Also present were Fanny Yee, General Manager; Alycien Cockbain, Human Resources Director; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Ken Enns, Russ Porter and Tom Zerkel Engineering Consultants and Kelly Boswell, Executive Assistant. Don Ellis had an excused absent.

(1). CHANGE TO AGENDA

Add 3g - Re-establish a regular schedule for Board Meetings

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the February 2, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos:	104921 - 104927
Disbursement Amount:	\$92,321.55

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164095 - 164164
Disbursement Amount:	\$1,302,499.19

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164165
Disbursement Amount:	\$425.50

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	164166

Disbursement Amount: \$16,512.00

(c). Electronic Transfers

End of Month Payroll	\$154,892.22
Payroll Taxes	\$75,383.58

Commissioner Peterson seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

(a). Handbook Correction

Commissioner Rolla moved to update page 65 on the District's Employee Handbook to reflect purchasing limits for Directors of \$7,500. Commissioner Gardiner seconded the motion. The motion passed unanimously.

(b). SPU Fire Hydrant Refund & Surcharge

Fanny Yee reported to the Board on the SPU fire hydrant refund and surcharge lawsuit, Lane vs. the City of Seattle. No motion was made. No action was taken.

(c). 2009 Rate Resolution – Resolution 2009-02-01

Commissioner Gardiner moved to adopt Resolution 2009-02-01 accepting the Comprehensive Rate for 2009. Commissioner Rolla seconded the motion. The motion passed unanimously.

(d). Contract 2009-02 Water & Sewer CIP – Easement Acquisition

Commissioner Gardiner tabled the request from staff to authorizing a change order to Gray & Osborne in the amount of \$36,624.00 to acquire the necessary easements for Contract 2009-02. Commissioner Gardiner also requested to see a more detailed scope of work for the easement work before authorizing a change order.

(e). 2010 Water & Sewer System Improvements and PRV Project – Survey & Base Mapping

Commissioner Gardiner moved to authorize a change order to Triade Associates in the amount of \$27,700 to complete the survey and mapping work for Contract 2009-02. Commissioner Rolla seconded the motion. The motion passed unanimously.

(f). Economic Recovery Funding Program

Staff informed the Board that the District has submitted eight applications for financial assistance from the Drinking Water State Revolving Fund (DWSRF) Program and the 2009 Federal Economic Recovery Bill. At this time, the state does not know if the program funding will be grants or low interest loans. (A minimum of 50% of the funding will go towards grants in the form of principal forgiveness for projects in economically distressed communities; the District does not fit this category). There will be \$4 billion allocated for water and sewer programs nationwide. No motion was made. No action was taken.

(g). Re-establish a regular schedule for Board Meetings that fall on District observed holidays

Commissioner Gardiner moved to adopt Resolution 2009-02-02 re-establishing a regular schedule for Board Meetings that fall on a District observed holiday. Commissioner Rolla seconded the motion. The motion passed unanimously.

Commissioner Gardiner left the meeting at 6:05 p.m.

(4). STAFF REPORTS

(a). Engineering Report

Dave Kaiser presented the Engineering Report to the Board.

(b). Operation Report

Al Nelson presented the Operations Report to the Board.

(c). Ken Enns introduced Russ Porter to the Board. Russ will be taking Ken's place as the representative for Gray & Osborne once Ken retires in June of 2009.

(5). REGULAR SESSION - suspended

At 6:25 p.m., the regular session was suspended, at which time Alycien Cockbain, Dave Kaiser, Ken Enns, Russ Porter, and Tom Zerkel left the meeting.

(6). EXECUTIVE SESSION

Legal Matters

At 6:25 p.m., the Board moved into Executive Session for ten (10) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

(7). REGULAR SESSION – resumed

The meeting was adjourned at 6:35 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert Peterson

Trudy C. Rolla

Margaret R. Wiggins