

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

March 2, 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 5:30 p.m. on March 2, 2009. Commissioners Don Ellis, 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; Stephen Dennehy; Sr. Engineer; Ken Enns and Russ Porter, Engineering Consultants and Kelly Boswell, Executive Assistant. Bruce Gardiner arrived at 5:40 p.m.

**(1). CHANGE TO THE AGENDA**

Add 5c – General Manager Report

**(2). CONSENT AGENDA**

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

(a). Minutes: Minutes of the February 23, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164167- 164227
Disbursement Amount:	\$120,788.93

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164228 - 164231
Disbursement Amount:	\$111,910.60

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	164233 - 164236
Disbursement Amount:	\$14,912.71

(c). Electronic Transfers

Mid-month Payroll \$50,800.00

Commissioner Ellis seconded the motion. The motion passed unanimously.

**(3). NEW BUSINESS**

(a). Customer Rebates 2008

Staff informed the Board of the 2008 rebates for customers in the total of \$53,820 for purchasing water efficient washing machines, irrigation systems, fixtures and toilets. Over 574 customers took advantage of these rebates. No motion was taken. No action was taken.

(b). Approval to Surplus Truck 55

Commissioner Peterson motioned to surplus Truck 55 due to the transmission going out on the vehicle. The truck will go to auction within the next few months. Commissioner Ellis seconded. The motion passed unanimously.

(c). Award Contract 2008-03; Lift Station Emergency Generators – Resolution 2009-03-01

Commissioner Ellis moved to adopt Resolution 2009-03-01 awarding Contract 2008-03 to Hisey Construction of Jackson, WY in the amount of \$338,635.75 including tax. Commissioner Rolla seconded the motion. The motion passed unanimously.

(d). First Amendment to King County Investment Pool Agreement

Commissioner Gardiner motioned to authorize Fanny Yee to execute the First Amendment to the King County Investment Pool Agreement. Commissioner Rolla seconded. The motion passed unanimously. Board also directed staff to look into other options besides the KC Pool and returned with the findings.

(e). Repeal Admin Policies that have been added to the Employee Handbook

Commissioner Ellis motioned to Repeal Policies and Procedures: Admin 2, 4, 6, 7, 9 & 11. Commissioner Rolla seconded. The motion passed unanimously.

(f). Funding Strategy Discussion

Staff discussed with the Board the terms of the Economic Recovery Funding Program and the current job bids that are being received from Contractors. No motion was made. No action was taken.

**(4). OLD BUSINESS**

- (a). Contract 2009-02 Water & Sewer CIP – Easement Acquisition – Additional Information

The Board requested more information on the change order from Gary & Osborne for easement acquisitions at the previous Board Meeting on February 23<sup>rd</sup>. After a meeting with staff and reviewing the material, Commissioner Gardiner moved to authorize a change order in the amount of \$20,784 to acquire the necessary easements for Contract 2009-02. Commissioner Ellis 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). General Managers Report

Fanny Yee report on the recently attended MWPACC Meeting and House Bill 2249.

The meeting was adjourned at 6:10 p.m.

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D.A. Ellis

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D. Bruce Gardiner

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Robert S. Peterson

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Trudy C. Rolla

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Margaret R. Wiggins