

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

April 6, 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 April 6, 2009. Commissioners Don Ellis, 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; Eric Delfel and Russ Porter, Engineering Consultants and Kelly Boswell, Executive Assistant.

(1). CHANGE TO THE AGENDA

Add 4c – Commissioners Report

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the March 16, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164304- 164392
Disbursement Amount:	\$243,032.58

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164393 - 164397
Disbursement Amount:	\$128,645.67

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	164398 - 164404
Disbursement Amount:	\$36,302.04

(c). Electronic Transfers

Mid-month Payroll \$51,215.00

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

Resolution 2009-04-01

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 Juanita Bay Pump Station development project that were installed by King County Wastewater Division in the vicinity of NE Juanita Dr / 93rd 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 \$35,867.31

Resolution 2009-04-02

A RESOLUTION of the Northshore Utility District Board of Commissioners to accept the Developer Extension Agreement and construction of certain sewer system improvements for the Westlund Extension development project that have been installed by Westlund Construction LLC, in the vicinity of NE 169th St / 82nd 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 \$92,319.88.

Commissioner Rolla seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

- (a). Customer Request for Discount

This request was tabled until the next meeting. The Board directed staff to provide additional information on abandoned houses unoccupied for more than a year and still connected to the Metro system, along with the payment criteria on abandon properties from the County.

- (b). Customer Request to Have Fees Removed

The Board directed staff to deny a request from a ratepayer to have all delinquencies payment fees removed from his account.

(c). NUD Headquarters Improvements (C735)

Commissioner Ellis moved to authorize a change order to Gray & Osborne in the amount of \$17,048 per scope of work dated March 13, 2009, for the headquarter improvements. Commissioner Rolla seconded the motion. The motion passed unanimously.

(d). Small Works Project; Northshore Ridge Retaining Wall Installation (C653)

Commissioner Gardiner moved to authorize staff to bid the construction job per the RCW for small works projects. Commissioner Rolla seconded the motion. The motion passed unanimously.

(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.

(c). Commissioners Report

- (1). Commissioner Rolla reported on the upcoming Hazardous Waste workshop and on the Kenmore City Hall ground breaking ceremony. Commissioner Wiggins agreed to attend the workshop on behalf of the district.
- (2). Commissioner Wiggins reported on the SPU operating board meeting and the WASWD Section IV meeting she recently attended as NUD representative.

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

(5). EXECUTIVE SESSION

Legal Matters

At 6:14 p.m., the Board moved into Executive Session for twenty-two (22) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

Commissioner Ellis left the meeting at 6:25 p.m.

Union Matters

At 6:36 p.m., the Board moved into Executive Session for seven (7) minutes to discuss union matters pursuant to *RCW 42.30.140(4)(b)*.

(6). REGULAR SESSION – resumed

The meeting was adjourned at 6:44 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert S. Peterson

Trudy C. Rolla

Margaret R. Wiggins