

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

May 18, 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 Gardiner at 5:33 p.m. on May 18, 2009. Commissioners Robert Peterson and Trudy Rolla were present. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Director; Al Nelson, Operations Director; Ken Enns and Russ Porter Engineering Consultants, and Kelly Boswell, Executive Assistant. Commissioners Don Ellis and Margaret Wiggins had excused absences.

(1). CHANGE TO AGENDA

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the May 5, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos:	104942 – 104949
Disbursement Amount:	\$97,656.72

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164551 - 164623
Disbursement Amount:	\$1,377,124.19

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164624 - 164626
Disbursement Amount:	\$68,046.69

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	164627 - 164630
Disbursement Amount:	\$19,654.67

(c). Electronic Transfers

End of Month Payroll	\$154,089.14
Payroll Taxes	\$70,902.77

Commissioner Peterson seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

(a). Authorize to Bid – Contract 2009-05 Water Main Replacement – Phase 1

Commissioner Gardiner moved to authorize staff to bid Contract 2009-05 Water Main Replacement Phase 1. Commissioner Rolla seconded the motion. The motion passed unanimously.

(b). 2009 Water Main Replacement Phase 2 – Design, Reviewing and Drafting

Commissioner Peterson moved to approve a contract amendment with DOWL-HKM, Inc. for design review and drafting services for the 2009 Water Main Replacement Project Phase 2 in the amount not to exceed \$29,115. Commissioner Rolla seconded the motion. The motion passed unanimously.

(c). Project Acceptance – Contract 2008-05; PRV Rehabilitation – Resolution 2009-05-01

Commissioner Rolla moved to adopt Resolution 2009-05-01 accepting Contract 2008-05 as complete. Commissioner Gardiner seconded the motion. The motion passes unanimously

(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.

(5). REGULAR SESSION - suspended

At 5:50 p.m., the regular session was suspended, at which time Ken Enns and Russ Porter left the meeting.

(6). EXECUTIVE SESSION

Legal Matters

At 5:50 p.m., the Board moved into Executive Session for thirteen (13) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

Personnel Matters

At 6:05 p.m., the Board moved into Executive Session for seven (7) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(g)*.

Litigation Matters

At 6:10 p.m., the Board moved into Executive Session for eight (8) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

(7). REGULAR SESSION – resumed

The meeting was adjourned at 6:18 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert Peterson

Trudy C. Rolla

Margaret R. Wiggins