

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

May 5, 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 May 4, 2009. Commissioners Don Ellis, Robert Peterson, and Trudy Rolla were present. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Director; Al Nelson, Operations Director Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant. Bruce Gardiner had an excused absence.

(1). CHANGE TO THE AGENDA

Add 5c – Commissioners Report

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the April 20, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164465 - 164539
Disbursement Amount:	\$259,169.08

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164540 - 164544
Disbursement Amount:	\$92,968.99

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	164545 - 164550
Disbursement Amount:	\$73,553.73

(c). Electronic Transfers

Mid-month Payroll \$51,000.00

Commissioner Ellis seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

(a). Repeal Resolution 1998-07-01

Commissioner Rolla moved to repeal Resolution 1998-07-01 that established per diem rates for the district. Since this resolution, the board had directed staff to use the GSA rates and to update the employee handbook to reflect the change. This resolution is no longer necessary. Commissioner Ellis seconded the motion. The motion passed unanimously.

(b). Emergency Generator Project – Gray & Osborne, Inc. Additional Design Scoop

Commissioner Ellis moved to approve a change order to Gray & Osborne in the amount of \$29,634.00 for additional design work for the emergency generator project. Commissioner Rolla seconded the motion. The motion passed unanimously.

(4). DISCUSSION ITEM

Commissioner Ellis proposed a possible change in Class for the billing of customers that are not on the gravity line sewer system. These low lying areas of the District are served by lift stations and grinder pump stations that are maintained by the district. Commissioner Ellis would like to see what the costs are to the district for maintaining and operating these facilities. After a lengthy discussion, the Board directed staff to do preliminary research and return with the findings. The board and staff also agreed that an independent study would be done by a consultant before proceeding with any sewage rate changes for lift station customers.

(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). Commissioners Report

Commissioner Wiggins reported on the MWPAAC Full Committee Board meeting that she and Fanny Yee recently attended.

(6). REGULAR SESSION - suspended

At 6:20 p.m., the regular session was suspended, at which time Ken Enns Dave Kaiser, Al Nelson and Kelly Boswell left the meeting.

(7). EXECUTIVE SESSION

Personnel Matters

At 6:20 p.m., the Board moved into Executive Session for twenty-five (25) minutes to discuss personnel matters pursuant to *RCW 42.30.110(1)(g)*.

(8). REGULAR SESSION – resumed

The meeting was adjourned at 6:45 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert S. Peterson

Trudy C. Rolla

Margaret R. Wiggins