

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

June 1, 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 June 1, 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 Ken Enns, Engineering Consultant and Kelly Boswell, Executive Assistant.

(1). CHANGE TO THE AGENDA

Add 3g - Letter to a Ratepayer from Staff – Information Only

Add 3h - MWPAAC Letter

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the May 18, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164631 - 164688
Disbursement Amount:	\$106,563.67

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164689 - 164692
Disbursement Amount:	\$103,320.40

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	164693 - 164701
Disbursement Amount:	\$40,361.22

- (c). Electronic Transfers
Mid-month Payroll \$51,025.00
- (d). Board Acceptance of Developer Extension Projects and Transfer of Owner Bill of Sale

Resolution 2009-06-01

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 McKenzie Place Plat development project that were installed by AVEO, LLC in the vicinity of NE 200 St / 75 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 \$46,738.37.

Resolution 2009-06-02

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 McKenzie Place Plat development project that have been installed by AVEO, LLC, in the vicinity of NE 200 St / 75 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 \$79,946.07.

Commissioner Peterson seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

- (a). Small Works Project; 2009 CIPP Sewer Rehabilitation (C850)

Commissioner Ellis moved for staff to proceed with the bidding of CIPP Sewer Rehabilitation C850. Commissioner Rolla seconded the motion. The motion passed unanimously.

- (b). Meal and Refreshment Policy – First Reading

After comments were taken by staff on the policy, Commissioner Ellis moved the policy to a second reading at the Board Meeting of June 22. Commissioner Rolla seconded the motion. The motion passed unanimously.

(c). WA WARN Mutual Aid Agreement

Commissioner Ellis moved to have the General Manager sign the agreement on behalf of the District. Commissioner Wiggins seconded the motion. The motion passed unanimously.

(d). Retro-rating Rebate

Staff informed the Board of a rebate from WASWD Labor and Industry Retrospective Rate Program in the amount of \$11,284.10. This program has continued to pay dividends to the District since first joining in 2003. No motion was made. No action was taken.

(e). City of Kenmore Request

The City of Kenmore is asking for donations for their Special Event Sponsorships Programs. Commissioner Rolla moved to donate \$300.00 to the 4th of July Fireworks Show and \$300.00 to the Summer Concert Series. Commissioner Ellis seconded the motion. The motion passed 3-2 with Commissioners Gardiner and Peterson voting no.

(f). Health Care Rate Increase

Staff informed the Board that the Districts health care costs for employees are increasing by 28% for the second half of 2009. No motion was made. No action was taken.

(g). MWPAAC

A letter from the MWPAAC Board to governmental officials on the Lower Duwamish Draft Feasibility Study was discussed. Commissioner Wiggins would like to write a letter supporting the Study to the same Government Officials. The Board unanimously agreed to send a letter in support.

(h). Letter to Ratepayer by Staff

Staff presented a letter to the Board addressed to a ratepayer regarding a possible side sewer permit problem found during an audit of the billing system. Board directed staff to send to letter. No motion was made. No action was taken.

(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.

The meeting was adjourned at 6:25 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert S. Peterson

Trudy C. Rolla

Margaret R. Wiggins