

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

June 22, 2009

A special meeting of the Board of Commissioners of the Northshore Utility District was held at the District office and called to order by Commissioner Wiggins at 5:30 p.m. on June 22, 2009. Commissioners Don Ellis 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; Tom Zerkle and Russ Porter Engineering Consultants, and Kelly Boswell, Executive Assistant. Commissioners Bruce Gardiner and Robert Peterson had excused absences.

**(1). CHANGE TO AGENDA**

**(2). PUBLIC**

Mr. Norm Vener addressed the Board on his account status with regards to his recent termination of service and the Districts turn-off procedures. No motion was made. No action was taken.

**(3). CONSENT AGENDA**

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

(a). Minutes: Minutes of the June 1, 2009 Regular Board Meeting.

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos:	104950 – 104957
Disbursement Amount:	\$97,076.12

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164702 - 164784
Disbursement Amount:	\$2,329,764.06

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	164785 - 164788
Disbursement Amount:	\$10,044.25

Fund: Construction (Water) Fund  
Fund Number: 11-406-3510  
Voucher Nos.: 164789 - 164794  
Disbursement Amount: \$32,360.85

(c). Electronic Transfers

End of Month Payroll \$155,569.66  
Payroll Taxes \$70,855.47

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

**Resolution 2009-06-03**

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 Federov Plat development project that have been installed by Lyubim Federov, in the vicinity of NE 192 St / 76 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 \$41,665.93.

**Resolution 2009-06-04**

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 Federov Plat development project that were installed by Lyubim Federov in the vicinity of NE 192 St / 76 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 \$42,677.72.

**Resolution 2009-06-05**

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 Ostroms Fireline development project that were installed by Radford & Company ITF Kenmore Lakeview LLC in the vicinity of NE Bothell Way / 64 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 \$56,589.64.

Commissioner Ellis seconded the motion. The motion passed unanimously.

**(4). NEW BUSINESS**

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

Commissioner Rolla moved to adopt Resolution 2009-06-07 awarding the Small Works Project 2009 CIPP Sewer Rehabilitation to Michels Corporation of Salem, OR in the \$93,295.10 including tax. Commissioner Ellis seconded the motion. The motion passed unanimously.

(b). Project Acceptance; Small Works Project; Northshore Ridge Retaining Wall Installation (C563)

Commissioner Rolla moved to adopt Resolution 2009-06-06 accepting Small Works Project Northshore Ridge Retaining Wall Installation as complete. Commissioner Ellis seconded the motion. The motion passed unanimously.

(c). Contract 2010-XX; PRV Rehabilitation Project (C762)

Commissioner Ellis moved to purchase a vacant lot, tax ID 172605-9117, from Ben and Darryl Stark for \$100,000, to be used as a site for a new PRV Station. Commissioner Rolla seconded the motion. The motion passed unanimously.

(d). PERS Contribution Rates

Staff informed the Board that the contribution rates for PERS will be decreasing from 8.31% to 5.29%. The employee contribution rate will also decrease from 5.45% to 3.89%. No motion was made. No action was taken.

(e). Request for funding for the Growth Management Planning Council (GMPC)

A Letter from Ron Sheadel, General Manager from Cedar River Water and Sewer District, requesting funds for the participation in the Growth Management Planning Council (GMPC) was discussed. Commissioner Ellis moved to donate \$1,200 to help with staffing for the GMPC. Commissioner Rolla seconded the motion. The motion passed unanimously.

(f). Small Works Roster – Contract 2009-05-2009 Water Main Replacement Project Phase 1 Schedule B & C (C846)

Commissioner Rolla moved to adopt Resolution 2009-06-08 awarding the Small Works Roster Contract to Interwest Construction Inc., of Burlington, WA in the amount of \$123,641.93 including tax. Commissioner Ellis seconded the motion. The motion passed unanimously.

**(5). OLD BUSINESS**

Meal and Refreshment Policy – Second Reading

Commissioner Wiggins requested to have the proposed policy stay at second reading for further review. No motion was made. No action was taken.

**(6). 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.

The meeting was adjourned at 6:17 p.m.

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D.A. Ellis

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D. Bruce Gardiner

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Robert Peterson

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Trudy C. Rolla

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Margaret R. Wiggins