

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

August 3, 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 August 3, 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; Russ Porter, Engineering Consultant and Kelly Boswell, Executive Assistant. Bruce Gardiner has an excused absence. Kinnon Williams, District counsel, arrived at 5:50 p.m.

**(1). CHANGE TO THE AGENDA**

**(2). CONSENT AGENDA**

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

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

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	164963 - 165025
Disbursement Amount:	\$97,095.98

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	165026 - 165028
Disbursement Amount:	\$220,768.49

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	165029 – 165031
Disbursement Amount:	\$76,061.16

(c). Electronic Transfers

Mid-month Payroll \$51,975.00

Commissioner Rolla seconded the motion. The motion passed unanimously.

### (3). NEW BUSINESS

- (a). Project Acceptance: Contract 2008-02; Lift Station No 14 Replacement Project - Resolution 2009-08-01

Commissioner Ellis moved for adopt Resolution 2009-08-01 accepting Contract 2008-02 as complete. Commissioner Rolla seconded the motion. The motion passed unanimously.

- (b). Kingsgate Standpipe – Isolation Valve

Commissioner Wiggins moved to authorize a contract amendment for RH2 Engineering in the amount of \$15,000 for Design Services for the Kingsgate Isolation Valve Improvements. Commissioner Ellis seconded the motion. The motion passed unanimously.

- (c). Uninhabitable Properties Policy – First Reading

Commissioner Rolla moved the new policy to a second reading. Commissioner Wiggins had a few edits and will provide them to staff before the next meeting. Commissioner Ellis seconded the motion. The motion passed unanimously.

- (d). Possible Relief for Developers with New Construction/Vacant Properties

The Board and Staff discussed the possibility of providing developers a reduction in their rates for new construction, unoccupied, single family homes. The General Manager informed the board of a MWPAAC meeting she attended where the other districts in the Puget Sound area were having similar requests. More information to follow after further research. Commissioner Rolla requested staff to notify the developer that asked the district to look into the matter, be notified by mail of the status of his request. No motion was made. No action was taken.

- (e). PERS Contribution Rate Increase – Information Only

Staff informed the Board that the PERS contribution rate is increasing slightly. No motion was made. No action was taken.

- (g). Inglemoor Pump House & Secondary EOC - Scope of Work Amendment for G&O

Commissioner Ellis moved to authorize a change order to Gray & Osborne in the amount of \$60,470.00 for the Inglemoor Pump House and Secondary EOC Project. Commissioner Rolla seconded the motion. The motion passed unanimously.

### (4). STAFF REPORTS

Operations Report

Al Nelson presented the Operations Report to the Board.

Engineering Report

Dave Kaiser presented the Engineering Report to the Board.

**(5). DISCUSSION ITEM**

The Board and Staff discussed the ramifications of having the District as a King County designated Cooling Center for the Public.

**(6). EXECUTIVE SESSION**

Litigation Matters

At 6:06 p.m., the Board moved into Executive Session for twenty (20) minutes to discuss legal matters pursuant to *RCW 42.30.110(1)(i)*.

**(7). REGULAR SESSION – resumed**

The meeting was adjourned at 6:26 p.m.

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D.A. Ellis

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D. Bruce Gardiner

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Robert S. Peterson

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Trudy C. Rolla

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Margaret R. Wiggins