

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

February 22, 2010

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 5:35 p.m. on February 22, 2010. Commissioners Don Ellis and Margaret Wiggins were present. Also present were Fanny Yee, General Manager; Alycien Cockbain, Human Resources Director; Dave Jones, Fleet & Facilities Director, Dave Kaiser, Engineering Director; Ethan Maiefski, Assistant Utility Supervisor; Russ Porter, Engineering Consultant and Kelly Boswell, Executive Assistant. Commissioners Robert Peterson and Trudy Rolla and Operations Director Al Nelson were attending an AWWA Conference. Joe Marra, District Labor Counsel, was also in attendance.

(1). CHANGE TO AGENDA

Add: 4H - First Reading of Fire line Policy.

(2). RATE HEARING

Rate Adjustment Hearing – Second of Two

The Rate Adjustment Public Hearing was open at 5:35 p.m. No customers were in attendance and no comments were heard. The Hearing was closed at 5:36 p.m. No motion was made. No action was taken.

(3). CONSENT AGENDA

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

(a). Minutes: Minutes of the February 1, 2010 Regular Board Meeting

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos:	105013 - 105019
Disbursement Amount:	\$93,384.94

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	165968 - 166038
Disbursement Amount:	\$1,471,690.07

Fund: Construction (Sewer) Fund
Fund Number: 11-406-3010
Voucher Nos.: 166039- 166041
Disbursement Amount: \$6,226.00

Fund: Construction (Water) Fund
Fund Number: 11-406-3510
Voucher Nos.: 166042 - 166046
Disbursement Amount: \$22,819.16

(c). Electronic Transfers:

End of Month Payroll	\$162,022.086
Payroll Taxes	\$73,852.74

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

Resolution 2010-02-04

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 Harris Short Plat development project that have been installed by David Harris, in the vicinity of NE 169th Street / 76th Avenue 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 \$19,509.67.

Resolution 2010-02-05

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 Harris Short Plat development project that were installed by David Harris in the vicinity of NE 169th Street / 76th Avenue 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 \$32,383.86.

Commissioner Wiggins seconded the motion. The motion passed unanimously.

(4). NEW BUSINESS

(a). 2010 Rate Resolution 2010-03-01

Commissioner Wiggins motioned to approve the 2010 Rate Resolution 2010-03-01. Commissioner Ellis seconded the motion. The motion passed unanimously.

(b). Approval to Purchase Two 2010 Chevrolet Colorado Pickups

Commissioner Ellis moved to approve the purchase of two trucks in the amount of \$50,740.41 including tax. These two trucks will replace district trucks 63 & 65. Commissioner Wiggins seconded the motion. The motion passed unanimously.

(c). PRV Rehabilitation – PRV No. 8 Replacement Project – Base Mapping and Design (C865)

Commissioner Ellis moved to authorize a contract amendment to PACE Engineers, Inc. in the amount of \$16,900 to complete the base map revisions and design for PRV No. 8 Replacement Project. Commissioner Wiggins seconded the motion. The motion passed unanimously.

(d). 135/HPD Water Main Replacement - Base Mapping and Design (C830)

Commissioner Ellis moved to authorize a contract amendment to PACE Engineers, Inc. in the amount of \$14,240 to complete the survey, mapping and design for 135/HPD Water Main Replacement – Base Mapping. Commissioner Wiggins seconded the motion. The motion passed unanimously.

(e). 2010 Water Main Replacement Project – Survey and Base Mapping (C870)

Commissioner Wiggins moved to authorize a contract amendment to DHA, Inc. in the amount of \$25,254 to complete the survey and mapping work for the 2010 Water Main Replacement Project (C870). Commissioner Ellis seconded the motion. The motion passed unanimously.

(f). Sammamish Slough/68 Water Main Replacement – Survey and Base Mapping (C818B)

Commissioner Ellis moved to authorize a contract amendment to DHA, Inc. in the amount of \$23,200 to complete the survey and mapping work for the Sammamish Slough/68 Water Main Replacement. Commissioner Wiggins seconded the motion. The motion passed unanimously.

(g). 2010 Water Main Replacement Project – Survey and Base Mapping (C893)

Commissioner Ellis moved to authorize a contract amendment to DHA, Inc. in the amount of \$52,940 to complete the survey and mapping work for the 2010 Water Main Replacement Project (C893). Commissioner Wiggins seconded the motion. The motion passed unanimously.

(h). Finance 16 – Fire Line Policy – First Reading

The Policy and Procedure was moved to second reading.

- (i). Re-appoint Commissioner Wiggins as the MWPAAC Representative for 2010 with Commissioner Rolla as the Back-up Representative

Commissioner Ellis moved to re-appoint Commissioner Wiggins as the MWPAAC Representative for 2010 with Commissioner Rolla as the back-up Representative. Commissioner Gardiner seconded the motion. The motion passed unanimously.

(5). REGULAR SESSION – suspended

At 5:56 p.m., the regular session was suspended, at which time Russ Porter left the meeting.

(6). EXECUTIVE SESSION

Union Matters

At 5:56 p.m., the Board moved into Executive Session for thirteen (13) minutes to discuss personnel matters pursuant to *RCW 42.30.140(4)(a)*.

(7). REGULAR SESSION – resumed at 6:09 p.m.

Joe Marra and Alycien Cockbain left the meeting at 6:09 p.m.

(8). STAFF REPORT

- (a). Operation Report

The Operations Report was presented to the Board.

- (b). Engineering Report

The Engineering Report was presented to the Board.

(9). DISCUSSION ITEM

Regional Water Authority (RWA) – Do we still want to keep this corporation active?

It was decided to keep the Corporation open at this time.

The meeting was adjourned at 6:27 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert Peterson

Trudy C. Rolla

Margaret R. Wiggins