

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

April 5, 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 5:30 p.m. on April 5, 2010. Commissioners Don Ellis, Robert Peterson, Trudy Rolla, and Margaret Wiggins were present. Also present were Fanny Yee, General Manager; Al Nelson, Operations Director; Stephen Dennehy, Sr. Engineer; Russ Porter, Engineering Consultant and Kelly Boswell, Executive Assistant.

**(1). CHANGE TO AGENDA**

**(2). CONSENT AGENDA**

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

(a). Minutes: Minutes of the March 15, 2010 Regular Board Meeting

(b). Vouchers:

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	166187 - 166272
Disbursement Amount:	\$283,990.21

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	166273 - 166279
Disbursement Amount:	\$55,160.49

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	166280 - 166287
Disbursement Amount:	\$163,965.91

(c). Electronic Transfers:

Mid-month Payroll \$53,216.00

Commissioner Ellis seconded the motion. The motion passed unanimously.

**(3). NEW BUSINESS**

(a). Increase of the Petty Cash Fund

Commissioner Rolla moved to authorize an increase of \$10,000 to the NUD petty cash fund with additional directions to staff to create a new policy for the uses of the petty cash fund and bring to the Board for approval. This current motion will bring the authorized balance of the fund to \$50,000. Commissioner Ellis seconded the motion. The motion passed unanimously.

(b). Amend Rate Resolution

Commissioner Ellis moved to repeal rate resolution 2010-03-01 and adopt Resolution 2010-04-02 that added definition and additional charges to the fire protection portion of the resolution. Commissioner Peterson seconded the motion. The motion passed unanimously.

(c). Revised District Side Sewer Specifications

Commissioner Rolla moved to repeal Resolution 1996-10-10 and adopt Resolution 2010-04-01 approving the technical standard changes for the Side Sewer Specifications. Commissioner Wiggins seconded the motion. The motion passed unanimously.

(d). Contract 2010-01; 155/79 Sewer and Water Improvements (C825) – Geotechnical Services

Commissioner Wiggins moved to approve a change order to Nelson Geotechnical, Inc. for geotechnical services for Contract 2010-01; 155/79 Sewer and Water Improvements Project in an amount not to exceed \$14,000. Commissioner Rolla seconded the motion. The motion passed unanimously.

**(4). DISCUSSION ITEM**

City of Kenmore – Parks Appreciation Donation

The Board tabled this item until further notice.

**(5). STAFF REPORT**

Operation Report

The Operations Report was presented to the Board.

Engineering Report

The Engineering Report was presented to the Board.

**(6). EXECUTIVE SESSION**

Union Matters

At 6:01 p.m., the Board moved into Executive Session for nine (9) minutes to discuss union matters pursuant to *RCW 42.30.110(1)(g)*.

The meeting was adjourned at 6:10 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