

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

September 20, 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 September 20, 2010. Commissioners Don Ellis, Robert Peterson, Trudy Rolla, and Margaret Wiggins were present. Also present were Fanny Yee, General Manager; Dave Kaiser, Engineering Directors; Al Nelson, Operations Director; Eric Delfel, Engineering Consultant and Kelly Boswell, Executive Assistant.

(1). CHANGE TO AGENDA

Add 3c - GMPC Request for Funding

(2). CONSENT AGENDA

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

(a). Minutes: Minutes of the September 13, 2010 Regular Board Meeting

(b). Vouchers:

Fund:	Maintenance and Operation - Payroll
Fund Number:	11-406-0010
Voucher Nos:	105064 - 105070
Disbursement Amount:	\$94,454.44

Fund:	Maintenance and Operation
Fund Number:	11-406-0010
Voucher Nos.:	167096 - 167163
Disbursement Amount:	\$1,688,747.14

Fund:	Construction (Sewer) Fund
Fund Number:	11-406-3010
Voucher Nos.:	167164 - 167168
Disbursement Amount:	\$8,315.22

Fund:	Construction (Water) Fund
Fund Number:	11-406-3510
Voucher Nos.:	167169 - 167178
Disbursement Amount:	\$30,523.52

(c). Electronic Transfers:

End of Month Payroll	\$164,619.04
Payroll Taxes	\$73,714.55

Commissioner Ellis seconded the motion. The motion passed unanimously.

(3). NEW BUSINESS

(a). Project Acceptance; Contract 2009-04; Westhill Standpipe Monitoring Improvements – Resolution 2010-09-03

Commissioner Ellis moved to adopt Resolution 2010-09-03 accepting Contract 2009-04 as complete. Commissioner Rolla seconded the motion. The motion passed unanimously.

(b). Small Works Roster – 2010-09; 1893/49 Sewer and Water Extensions; Authorization to Bid (C888)

Commissioner Rolla moved to authorize staff to bid Contract 2010-09 under the Small Works Roster procedure. Commissioner Ellis seconded the motion. The motion passed unanimously.

(c). Request for Funding GMPC – Growth Management Planning Council

The Board directed staff to donate \$1,200 to the GMPC for consulting services for general support for GMPC, RWQC and MWPAAC meetings. The board also requested that a letter be sent to the Cedar River General Manager who manages the consultant account for specifics on how the money from last year was spent and a financial accounting report at the end of this fiscal year as well as quarterly reports from the consultant that attends the GMPC meetings.

(4). STAFF REPORT

Operation Report

The Operations Report was presented to the Board.

Engineering Report

The Engineering Report was presented to the Board.

(5). REGULAR SESSION – suspended

At 5:48 p.m., the regular session was suspended, at which time Eric Delfel and Dave Kaiser left the meeting.

(6). EXECUTIVE SESSION

Personnel Matters

At 5:48 p.m., the Board moved into Executive Session for eight (8) minutes to discuss personnel matters pursuant to *RCW 42.30.110(1)(g)*.

(7). REGULAR SESSION – resumed

The meeting was adjourned at 5:56 p.m.

D.A. Ellis

D. Bruce Gardiner

Robert Peterson

Trudy C. Rolla

Margaret R. Wiggins