

The regular meeting of April 5, 2011 was called to order at 3:01 p.m. Present were Commissioners Charlotte Haines, Ron Ricker and Larry Schoonmaker; Stu Turner, District Manager; Denny Clouse, Operations Manager; Mary O'Day, Finance Manager; Jaime Gray, Executive Assistant and Andy Maron, District Attorney.

PUBLIC COMMENT:

Customer M. Stanaway of 1202 NE 152nd St. appeared before the Board to discuss her bill. Ms. Stanaway was concerned about her bill because a leak had occurred in her main line. After some discussion, the Board assured her that she would receive the benefit of the District's leak adjustment policy according to District Code.

Shoreline City Mayor Keith McGlashan expressed his gratitude to the District and the Board for their handling of customer concerns.

APPROVAL OF MINUTES:

Commissioner Haines made a motion to approve the minutes for the March 15, 2011 Regular Meeting, March 22, 2011 Special Meeting and the March 30, 2011 Special Meeting. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the minutes.

APPROVAL OF VOUCHERS:

Commissioner Schoonmaker made a motion to approve Vouchers 2226-2257, 7417-7455 and 7457-7459 from the Maintenance Fund in the amount of \$177,144.33 and Voucher 7456 from the Construction Fund in the amount of \$1,487.93. The motion passed and the Board signed the vouchers.

NEW / OLD BUSINESS:

Mr. Turner discussed a proposed management leave policy with the Board. The Board tabled the discussion.

The following resolution was presented, discussed, moved by Commissioner Haines, seconded by Commissioner Schoonmaker and passed unanimously by the Board:

Resolution 2011.04.09: Adopting New Personnel Manual.

The following resolution was presented, discussed, moved by Commissioner Schoonmaker, seconded by Commissioner Haines and passed unanimously by the Board:

Resolution 2011.04.10: Amending the Cell Phone Bill & Cell Phone Allowances.

The Board discussed a memo received from Mr. Clouse, Operations Manager concerning the cell phone bill of the field inspector. The memo informed the Board that due to the nature of the field inspector position, several cell phone calls were required and because the minutes used to exceed the amount allotted in the call plan. Commissioner Haines made a motion to approve a 1-time payment of \$200.00 for excess charges on the field inspector's cell phone bill. Commissioner Schoonmaker seconded the motion, and the motion passed unanimously.

The following resolution was presented, discussed, moved by Commissioner Schoonmaker, seconded by Commissioner Haines and passed unanimously by the Board:

Resolution 2011.04.11: Supporting Involvement by Shoreline Water District in Community Events.

The Board discussed a memo from Mr. Turner, District Manager concerning participation in local civic organizations. After some discussion, Commissioner Haines made a motion to approve the continued participation in local civic organizations by the District. Commissioner Schoonmaker seconded the motion and the motion passed unanimously.

MANAGER'S REPORT:

Mr. Clouse updated the Board on the status of ongoing District projects.

Mr. Clouse presented a contract with NVL Labs to conduct a Hazardous Materials Survey at the property the District recently purchased. After some discussion Commissioner Haines made a motion to approve the

contract for a not to exceed amount of \$1340.00 and authorize the District Manager to sign the contract. Commissioner Schoonmaker seconded the motion and the motion passed unanimously.

Mr. Clouse updated the Board on the status of ongoing Developer projects.

Mrs. O'Day informed the Board that the District's Travel and Imprest accounts have been successfully transferred to Whidbey Island Bank.

Mr. Turner discussed the meeting dates for May 2011. The Board agreed to move the May 3, 2011 regular meeting to Monday, May 9, 2011 at 3:00 p.m. The Board also moved the May 17, 2011 regular meeting to Tuesday, May 24, 2011 at 3:00 p.m.

Mr. Turner informed the Board that Driftmier Architects has a presentation ready for them. The Board scheduled a special meeting for Tuesday, April 12, 2011 at 3:00 p.m.

COMMISSIONER'S REPORT:

Commissioner Ricker discussed the most recent WASWD meeting.

Commissioner Haines discussed the Shoreline City Council meeting.

Commissioner Ricker inquired as to the condition of the property the District recently purchased. Mr. Clouse informed him that he had gone through the inspection and did not think it was in very good shape. The Board discussed finding a time to walk through the property to see the condition.

Shoreline Mayor Keith McGlashan asked the Board about the status of the cell site and wireless company negotiations.

EXECUTIVE SESSION:

The Board entered into executive session at 4:40 p.m. to discuss a personnel issue and potential litigation. The Board returned to regular session at 5:31 p.m.

NEXT MEETING: April 12, 2011

ADJOURN: The meeting adjourned at 5:32 p.m.

COMMISSIONERS