

The regular meeting of November 15, 2011 was called to order at 3:05 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 and Jaime Gray, Executive Assistant.

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

Commissioner Haines made a motion to approve the minutes for the November 1, 2011 Regular Meeting with edits and November 9, 2011 Special Meeting. Commissioner Schoonmaker seconded the motion, the motion passed and the Board signed the minutes.

**APPROVAL OF VOUCHERS:**

Commissioner Haines made a motion to approve Vouchers 8080-8100 from the Maintenance Fund in the amount of \$53,646.80 and Vouchers 8101-8105 from the Construction Fund in the amount of \$27,814.06. Commissioner Schoonmaker seconded the motion, the motion passed unanimously and the Board signed the vouchers.

**NEW / OLD BUSINESS:**

The following resolution was presented, discussed, moved by Commissioner Haines and seconded by Commissioner Schoonmaker. Commissioner Haines and Commissioner Schoonmaker voted in favor of the motion, Commissioner Ricker voted against the motion. The motion passed by a 2-1 vote.

**Resolution 2011.11.30: Authorizing the District Manager to execute the Interlocal Agreement between Washington State Health Care Authority (HCA) and Shoreline Water District.**

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

**Resolution 2011.11.31: Amending Chapter 6.12 (Lien for Delinquent Payment) of the SWDC.**

**Resolution 2011.11.32: Amending Chapter 6.05 of the SWDC (Low Income Reduced Water Rate Program)**

Mr. Turner discussed the Shoreline Franchise Agreement renewal with the Board. Mr. Turner recommended that the Board withhold approval at this time. The Board agreed to wait until after the Proposal is presented to the City.

Resolution 2011.11.33: Approving the 2011 SWD Commissioner's Handbook was tabled.

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

**Resolution 2011.11.34: Authorizing District Manager to execute the Consultant Services Contract with RH2 Engineering for a Proposal for Design of the North City Pump Station.**

**Resolution 2011.11.35: Authorizing District Manager to execute the Consultant Services Contract with CHS Engineers for a Proposal for Design of the North City Pump Station.**

**Resolution 2011.11.36: Authorizing District Manager to execute the Consultant Services Contract with BHC Consultants for a Proposal for Design of the North City Pump Station.**

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

**Resolution 2011.11.37: Adopting the 2012 Operating Budget.**

**Resolution 2011.11.38: Approving the 2012 Employee Wage Matrix.**

The following resolutions were presented, discussed and moved by Commissioner Haines for approval. There was no second. The motion died and the Board agreed to discuss the items in executive session.

**Resolution 2011.11.39: Approving Severance Agreement with the Finance Manager.**

**Resolution 2011.11.40: Approving Severance Agreement with the Operations Manager.**

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

**Resolution 2011.11.41: Adopting Water Service Rates for 2012.**

**MANAGER’S REPORT:**

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

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Mrs. O’Day informed the Board that Relaena Sindelar is working on a letter regarding rates. She stated she would like to have the letter go out as soon as possible.

Mrs. O’Day reminded the Board that it is open enrollment for HCA.

Commissioner Ricker asked Mrs. O’Day if she had contacted John Hinklemaier regarding medical insurance. Mrs. O’Day informed the Board that she did contact him however he requested the District provide information about employees that the District has been legally advised not to provide. Mrs. O’Day did state that she compared our rates to those of other districts. The information gathered indicates that private insurance would be able to offer rates as good as HCA.

Mr. Turner discussed the proposal to the City and noted that Dave Findlay of FCS Group had made some edits.

Mr. Turner informed the Board that he had submitted a public records request to the City of Shoreline regarding the agreement with Seattle Public Utilities. Mr. Turner also submitted a public disclosure request to Seattle Public Utilities requesting the backup calculations for the sale price of the system.

Mr. Turner discussed the public records request he had submitted to the City of Lake Forest Park. Stated he may have to resubmit because the original request was with Mr. David Cline who is no longer employed with the City.

Mr. Turner discussed the selection process for the District Manager and emphasized the importance of keeping the confidentiality of the applicants.

Mr. Turner discussed the Operating Board meeting that was held October 28.

**COMMISSIONER’S REPORT:**

Commissioner Haines discussed the Shoreline City Council meeting.

Commissioner Haines informed the Board that she had received a call from Debbie Kellogg regarding the purchase of the Seattle system to the City of Shoreline. Commissioner Haines stated she referred her to Mr. Turner.

Commissioner Schoonmaker inquired about the YMCA property as to whether the District had heard anything. Mr. Clouse told him nothing has been brought to the District’s attention.

**EXECUTIVE SESSION:**

The Board entered into executive session at 4:46 p.m. to discuss personnel matters. The Board returned to regular session at 5:22 p.m.

The Board recessed until 1:00 p.m. on November 16, 2011.

On November 16, 2011 Board entered into executive session at 1:07 p.m. to discuss personnel matters. The Board returned to regular session at 2:31 p.m.

**NEXT MEETING:** November 22, 2011, Special Meeting

**ADJOURN:** The meeting adjourned at 2:31 p.m.

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**COMMISSIONERS**