

**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
August 20, 2013**

**REGULAR MEETING
MINUTES**

The Regular Meeting of the Public Utility District No.1 of Jefferson County was called to order by the President of the Board of Commissioners at 5:00 p.m. at the District Office, 230 Chimacum Road, Port Hadlock, Washington. Commissioners and staff present were:

Barney Burke, President
Wayne King, Vice-President
Ken McMillen, Secretary
James Parker, District Manager
Bill Graham, District Resource Manager
Michael Legarsky, District Finance Director
Kevin Streett, District Electrical Superintendent
Don McDaniel, Transition Consultant
Kate Pike, Brisa Services

AGENDA

The Agenda was approved as submitted.

APPROVAL OF MINUTES

MOTION: By Commissioner McMillen, Second by Commissioner King, carried unanimously, to approve the Regular Meeting Minutes of August 6, 2013 as submitted and distributed.

APPROVAL OF VOUCHERS

MOTION: By Commissioner McMillen, Second by Commissioner King, carried unanimously, to approve payment of:

Warrants No. 500553 through 500587 in the amount of \$
66,741.89

Warrants No. 101305 through 101308 in the amount of \$
28,424.31

Warrants No. 101309 through 101379 in the amount of \$
630,307.92

For a Total Warrant Amount of \$

725,474.12

Total Wire Transfer Payments \$

612,965.00

COMMISSIONERS REPORTS

Commissioner King

August 9 & 11: Attended, in JPUD booth, Jefferson County Fair.

August 22: Expect to attend NoaNet contractor workshop.

August 27: Expect to attend PUD Budget workshop.

Commissioner McMillen

August 9 & 10: Attended, in JPUD booth, Jefferson County Fair.
August 18: Attended All County Picnic at H.J. Carroll Park.
August 20: Attended Energy Lunch in Port Townsend.
August 27-29: Expect to be out of state on personal business.

Commissioner Burke

August 11: Attended, in JPUD booth, Jefferson County Fair.
August 18: Attended All County Picnic at H.J. Carroll Park.
August 20: Attended Energy Lunch in Port Townsend.
August 27: Expect to attend PUD Budget workshop.

PUBLIC COMMENT (for items not listed on the Agenda)

1. Dave McWethy, Port Townsend addressed the Board regarding installation of electric car charging stations in Port Townsend.
2. Don McDaniel, Citizen Advisory Board facilitator, updated the Board on that Board.
3. Irene Guitierrez, resident at Peterson Lake facility, asked, as she is vacating that facility, what plans will be for that a residence.

ACTION ITEMS

a) Resolution (PettyCash)

The Manager presented Resolution No. 2013-019, Authorizing Certain Petty Cash Funds Established for Transacting District Business. After brief discussion, the Board took the following ACTION:

MOTION: By Commissioner McMillen, Second by Commissioner King, carried unanimously, to adopt Resolution No. 2013-019, Authorizing Certain Petty Cash Funds Established for Transacting District Business.

b) NoaNet Approval

The Manager presented a Memorandum of Understanding between The Jamestown S'Klallam Tribe Economic Development Authority (dab Jamestown Networks), and Jefferson County PUD No. 1 regarding NoaNet broadband service. To address this, as well as overview of the telecommunications network, the Board set a SPECIAL MEETING for August 22, 2013, 10:00 a.m. in the District Chimacum Road Office. No ACTION here.

DISCUSSION ITEMS

a) OlyCap Partnership

Geoff Crump, Exective Director of OlyCap (Olympic Community Action Programs) was present to discuss the possibilities of partnership between OlyCap and the PUD to address consumer protection policies, low-income programs, benefits and energy education. Regarding programs currently in place, it was determined to prepare and distribute public service announcements. Commissioner Burke to draft.

b) PUD Website Update

The Resource Manager presented updated copy for new JPUD logo and webpage. Content information is now to be fed to contractor, Apogee Interactive, Inc., for completion.

c) Budget 2014 Overview

A Budget Overview Workshop has been set for August 27, 2013, at 1:00 p.m. in the District Chimacum Road office. Draft 2014 Budget is to be on file on September 1, 2013 with public hearing scheduled for October 7, 2013 and provision to Jefferson County in November, 2013.

d) Fair AAR (After Action Review)

Attendance at the PUD No. 1 booth at the Jefferson County Fair was considered to be positive and busy. Planning is in progress for attendance at the September 21, 2013 Quilcene Fair.

MANAGER'S REPORT/OLD BUSINESS

Electrical Summary

The project with Magnum Power, LLC for a new circuit along Beaver Valley Road has been completed. The Electrical Superintendent and staff continue to address transformers in Port Ludlow, emergency management, vegetation plan and net metering. Billing is currently on schedule with the combination of water and electrical service in one statement. There have been some shut-off notices sent. Responses have begun regarding net metering with approximately 2/3 of expected returns received.. Pole hanging policy and agreement continues to be addressed. Regarding agreement with Port Townsend Paper Corporation, meeting with Clallam PUD is imminent regarding transmission transfer. With regard to financing, the additional request for Rural Utilities Services funding has been forwarded by the District to Washington, D.C. and the District Finance Director is preparing a Request for Proposals for a financial accounting software system.

Citizen Advisory Board

The next CAB meeting is scheduled for September 9, 2013, 1:30 p.m., at the District's Four Corners' office.

Budget

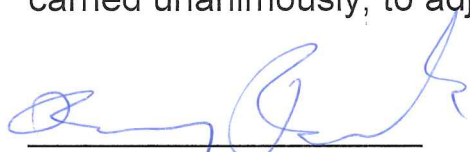
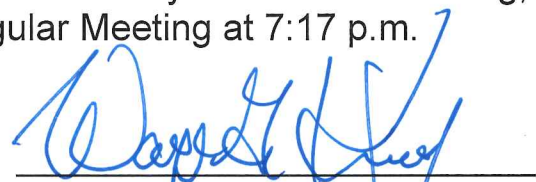

A budget workshop is expected on August 27, 1:00 p.m. in the District Office. The 2014 Budget must be on file September 1, 2013 with an expected public hearing on October 7, 2013.

CORRESPONDENCE

None

ADJOURNMENT

MOTION: By Commissioner McMillen, Second by Commissioner King, carried unanimously, to adjourn the Regular Meeting at 7:17 p.m.


Barney Burke, President
Wayne G. King, Vice President
Kenneth A. McMillen, Secretary