

**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
April 1, 2014**

**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. Commissioners and staff present were:

Wayne King, President
Barney Burke, Secretary
James Parker, District Manager
Bill Graham, District Resource Manager
Kevin Streett, District Electrical Superintendent
Don McDaniel, Transition Consultant
Kate Pike, Brisa Services

Commissioner McMillen was on an excused absence.

AGENDA

The Agenda was approved as submitted.

APPROVAL OF MINUTES

MOTION: By Commissioner Burke, Second by Commissioner King, carried unanimously, to approve the Regular Meeting Minutes of March 18, 2014 as submitted and distributed.

APPROVAL OF VOUCHERS

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

Warrants No. 501104 through 501152 in the amount of	\$	73,248.33
Warrants No. 102490 through 102586 in the amount of		<u>347,810.43</u>
For a Total Warrant Amount of	\$	421,058.76

Wire Transfers: Rural Utilities Services loan payment	\$	778,294.64
Puget Sound Energy final payment		<u>100,000.00</u>
For a Total Wire Amount of	\$	878,294.64

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COMMISSIONERS REPORTS

Commissioner McMillen

was on an excused absence.

Commissioner Burke

March 18-19: Attended meetings of Energy Northwest in Pasco, Washington

April 15: Expect to attend workshop with NoaNet (Northwest Open Access Network)

April 23-24: Expect to attend Energy Northwest meetings

Commissioner King

March 20: Attended water tasting in Mount Vernon

March 21: Attended, with Jim Parker and Michael Legarsky, exit meeting of State auditor

March 31: Attended Shine Platt Property Owners meeting regarding water rights

March 31: Visited Coyle Peninsula property to investigate locked gate

PUBLIC COMMENT (for items not listed on the Agenda)

1) Natalie McMackin, Quilcene resident, addressed what she considered poor communication resulting in a disconnect of service. There was lengthy discussion by

Board and staff regarding disconnect and reconnect procedures currently in place.

2) Rick Jahnke, Friends of Public Power representative and citizen, commented on developing a strategic plan for operations. He also commented on his appreciation of JPUD website improvements.

3) Roger Risely, citizen, commented on hopes for an improved billing system for net metering customers.

ACTION ITEMS

a) NTP Kala Point Consolidation

The Manager presented a Notice to Proceed document for Seton Construction, Inc. for the Quimper Water System-Kala Point Consolidation. After brief discussion the Board took the following ACTION:

MOTION: By Commissioner Burke, Second by Commissioner King, carried unanimously, to transmit the Notice to Proceed document to Seton Construction, Inc. for the Quimper Water System-Kala Point Consolidation.

b) SFR Loan Sparling Improvements

The Manager presented a capital agreement for the state loan to finance completion of the Sparling well. After brief discussion the Board took the following ACTION:

MOTION: By Commissioner Burke, Second by Commissioner King, carried unanimously, to authorize signature of the capital agreement between the Washington State Public Works Board and Jefferson County PUD No.1 for a Drinking Water State Revolving Fund loan funding for the Sparling Water Treatment Plant in the amount of \$8,350.00.

DISCUSSION ITEMS

a) Energy Efficiency Rebate Measures

The Manager presented a list of measures applicable to residential energy efficiency submitted by Cascadia Consulting. After brief discussion the Board took the following ACTION:

MOTION: By Commissioner Burke, Second by Commissioner King, carried unanimously, to approve the list of measures submitted for residential energy efficiency.

b) WECC Certification

The Manager presented a list of companies who submitted fees to complete a WECC (Western Electricity Coordinating Council) NERC CPM (North American Electric Reliability Corporation - Compliance Program Management) compliance evaluation for the District. The lowest fee was presented by Abidance Consulting Corporation.

MANAGER'S REPORT/OLD BUSINESS

Electrical Summary

The Electrical Superintendent and staff continue to address power outages and personnel needs. A charting of power consumption from April 2013 through February 2014 was presented as well as a 2013 outage report. Correspondence from Gene Carmody of the Port Ludlow Festival Association regarding providing power for the Festival, to be held at the end of July, was presented in addition to correspondence regarding installation of banners and participation by the District in festivals and at the Uptown Farmer's Market (Port Townsend). Regarding NoaNet, an annual workshop is scheduled for April 15, 2014. The WECC (Western Electricity Coordinating Council) report due date has been extended to May 5, 2014. The annual U.S. Energy Information Administration (EIA) Form EIA-861, identifying power sales, revenue and energy efficiency, is due at the end of April, 2014. Process for transfer of Clallam PUD power lines continues.

Other

Power Boost Program continues with current \$1,225 per month contribution. New personnel hired includes a new lineman, an additional meter reader and customer service representative. Billing and telephone systems are improving.

EXECUTIVE SESSION

Staff and Board determined no need for Executive Session.

Public Comment

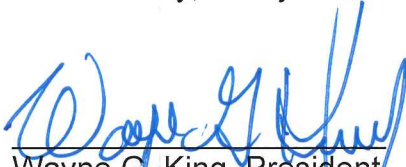
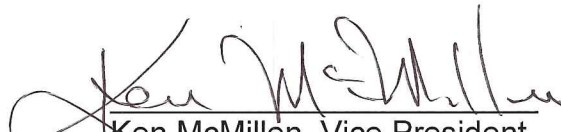
None

CORRESPONDENCE

1. Letter from Natalie McMackin, Quilcene resident regarding electricity disconnect and reconnect.
2. Letter from Joe Baisch, Northup Water System Manager regarding continuous operation of well pump and clay and pilot valves malfunction.
3. Letter from Lloyd and Sandra Eisenman, Port Hadlock regarding electricity disconnect and reconnect.

ADJOURNMENT

MOTION: By Commissioner Burke, Second by Commissioner King, carried unanimously, to adjourn the Regular Meeting at 7:19 p.m.


Wayne G. King, President
Ken McMillen, Vice President
Barney Burke, Secretary