PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
August 18, 2015

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
Ken Collins, Vice-President
Barney Burke, Secretary
James Parker, District Manager
Kevin Streett, Electrical Superintendent
Bob Caprye, Financial Director
William Graham, Resource Manager

AGENDA

Commissioners Collins requested to amend the agenda to include executive session to discuss personnel matters, Commissioner King request to add two items to the discussion items: Boeing Blue Bags and use of electrical crew for flag pole maintenance. Agenda was approved than amended.

APPROVAL OF MINUTES

Because Kate Pike, the minute taker, had a personal emergency she was unable to make correction to the minutes of 2 August, the Board decided to wait till the next meeting to approve.

APPROVAL OF VOUCHERS

MOTION: By Commissioner Burke, Second by Commissioner Collins, carried unanimously, to approve payment of:
Warrants No. 108904 through 109044 in the amount of $644,717.26
Warrants No. 70080 through 70084 in the amount of $ 7,929.65
For a Total Warrant Amount of $ 652,646.91
(Noting Voided warrants:
102966,103058,104334,108592,108593,108690)
And a Wire Transfers: $ 912,100.00

For a grand total of $ 1,564,746.91

COMMISSIONERS REPORTS
Commissioner King:
6 August: Went with Manager to Open House for the Dosewallips State Park Large On-site Septic System (MBR).
12 August: Attended NoaNet Directors Meeting.
14 thru 16 August: Attended Jefferson County Fair
18 August: Will attend NoaNet Special Meeting with PUD BOC
24 August: Will attend special PUD meeting for Attorney selection interviews

Commissioner Burke
14 thru 16 August: Attended Jefferson County Fair.
19 August: Will attended *Energy Northwest and NuScale in Corvallis, Ore. Aug. 19/20/21*.
23 August: Will attend Jefferson County Picnic on emergency preparedness.
24 August: Will attend special PUD meeting for Attorney selection interviews
26 August: Will attend Climate Action Meeting
14 September: Will attended PUD Citizen Advisory Board Meeting
5 and 6 September: Will attend PPC
Commissioner Collins:
13 August: Meet with Century Link to discuss telecom issues
14 thru 16 August: Attended the Jefferson County Fair
18 August: Will attend PUD BOC NoaNet Workshop
20 August: Will attend the Energy Luncheon
23 August: Will attend the Jefferson County Picnic on emergency preparedness
24 August: Will attend special PUD meeting for Attorney selection interviews

PUBLIC COMMENT (for items not listed on the Agenda) NONE

ACTION ITEMS -

a) Sparling Treatment Facility: Manager went over the progress on the installation new treatment facility at the Sparling Treatment Plant. The project is close to completion and the manager wants to finalize the contract changes. A review of each of the Change orders was done by the Board. Change orders had been reviewed and recommended by the project engineer, CH2M Hill and the PUD staff. Motion: Commissioner Burked moved, Commissioner Collins seconded, passed unanimously to approve change orders 1, 2, 3, 4, 5, 6, 7, 9,10, and 11 in the amount of $35,968.00 for the Sparling Well

Treatment Plant project.

b) Approval to prepay for purchase and installation of back-up 30 KW generator and service for the new four corners operation center. The PUD selected contractor has requested prepayment to purchase the generator; this is not our normal practice and as such needs Board approval. Motion: Moved by Commissioner Burke and seconded by Commissioner Collins, passed unanimously to approve the prepayment of ½ the contract amount of $24,300 plus tax to the vendor.

EXECUTIVE SESSION

Executive Session: At 5:30 pm the Board adjourned the regular meeting to go into executive session to discuss personnel matters. The executive session was to last until 6:00 pm and included the PUD HR manager. During the Executive session the Board announced to the public that the executive session would be extended 15 minutes. The executive session ended at 6:15 pm. No decisions were made during the executive session.

RECONVENED

The Board reconvened the regular board meeting at 6:16 pm.

DISCUSSION ITEMS

a) PUD 2016 Capital Budget. The manager presented a copy of the 2015-2018 Capital Electrical Budget, with a comparison of the budget versus actual expenditures.

b) Attorney interviews. The Board had scheduled for interviews of possible new attorney's for the 24th of August 2015, starting at 7:45 am. Manager would publish notice.

c) NOANET Workshop. Board quickly went over the NoaNet workshop that had occurred earlier in the day.

d) Quilcene Water/Sewer PIF funding. Manager went over a RFP for an engineer to perform a feasibility study for the consolidation of the Quilcene School with the PUD water system. This is on a 30,000 dollar DOH grant.

e) Resolution 2015-012. Resolution to void warrants that have not cleared the County Treasure for over a year.

f) Boeing Blue Bills Board agreed to provide Boeing Blue Bills with 150 PUD blue bags which promote energy and water conservation and provide PUD contact information to hand out at fund raising event.

g) Flag Pole Maintenance. Board had request to provide PUD labor and equipment to repair various flag poles and similar accoutrements. Board decided it was a gift of public funds, which is not allowed by State law.

MANAGER'S REPORT/OLD BUSINESS

New lineman starts next week, bringing total to 7; also advertised internally for an admin assistant for the Electrical Superintendent. HR is working with union and PURMS on improvements to medical insurance; also checking on other L & I rebate companies. Manager sent Navy copy of PUD new large load policy, as part of agreement to provide with additional energy. BPA provided new worksheet for the PT Paper load using new BPA rates. Manager is working on Booster Pump to tie LUD#3 into the Quimper Water System.

NISC will be here 14-17 September and 5-9 and 12-15 October in anticipation of new billing system.

Manager will have Draft PUD Budget on File on 1st Monday in September, requirement of RCW 54.16.080.

CORRESPONDENCE

DOH approval of Kala Point Consolidation into Quimper Water System

DOH loan workshops for consolidation of systems.

ADJOURNMENT

MOTION: By Commissioner Burke, Second by Commissioner Collins, carried unanimously, to adjourn the Regular Meeting at 7:07 p.m.

Wayne G. King, President

Ken Collins, Vice-President

Barney Burke, Secretary