# PUBLIC UTILITY DISTRICT NO. 1 of Jefferson County November 17, 2015

## REGULAR MEETING MINUTES

Call to order: A meeting of the Board of Commissioners was held at 230 Chimacum Road, Port Hadlock, Washington on 17 November 2015. The meeting convened at 5:00 pm, President Wayne King presiding.

Commissioners in attendance:

Wayne King, President Ken Collins, Vice-President Barney Burke, Secretary

Staff members in attendance:

James Parker, District Manager Robert Caprye, District Financial/Auditor William Graham, PUD Resource Manager Richard Hughes, General Counsel

#### **AGENDA**

The Manager requested to add to action a Board resolution to designate Bob Caprye as the District Applicant Agent for the FEMA grant. Moved by Commissioner Burke and seconded to amend the agenda to include the FEMA resolution. Motion carried 3-0.

**Approval of Minutes**: Motion made by Commissioner Burke, and seconded by Commissioner Collins to approve the minutes of 3 November 2015 Special Meeting – TELECOM Workshop; the 3 November 2015 PUD Budget Hearing; and the 3 November 2015 Regular PUD BOC meeting. Motion carried, 3-0,

### **Approval of Vouchers:**

For a grand total of:

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

Warrants No. 109576 through 109681 in the amount of \$ 685,325.49 Warrants No. 70110 through 70113 in the amount of \$ 6,791.96 For a Total Warrant Amount of \$ 692,117.45

(Voided warrant: N/A)

\$692,117.45

Wire Transfers: \$ 0.00

Items from the floor not on the agenda:

**Commissioner reports**: Commissioner King, Burke, and Collins gave their reports.

### **Action items:**

Interlocal Agreement between Jefferson County and Jefferson County PUD#1 Moved by Commissioner Collins and seconded to approve Interlocal Agreement for the requesting and providing work, equipment rental or materials from the other party as they find mutually beneficial. Motion carried 3-0.

Selection of Civil Engineering Consultant. Moved by Commissioner Collins and seconded for the District Manager to negotiation and enter into an agreement with Stantec for the feasibility study of consolidating the Quilcene High School Water system with the PUD's Quilcene Water System. Motion carried 3-0

PUD Board of Commissioners rotation of positions and Regular Meetings Schedule for 2016. Moved by Commissioner Burke and seconded to accept and publish the PUD 2016 schedule of regular meetings, and the PUD rotation of Board positions, Commissioner Collins, President, Commissioner Burke, Vice President, and Commissioner King, Secretary. Effective 1 January 2016. Motion carried 3-0.

#### **Discussion items:**

NISC Conversion and processes were discussed.

Usage Charges for Credit Cards were discussed. Additional Liability Insurance for the PUD was discussed.

Manager report: Mr. Parker provided his report.

Commissioner Calendar: Was reviewed

**Correspondence:** Email from customer concerning the PUD customer survey

Future Planning: None

**Adjournment**: Motion to adjourn made by Commissioner Burke at 6:24 seconded. Motion carried 3-0

Prepared by: Jim Parker

Approved:

Barney Burke, Secretary

Date

Please note that Board of Commissioner meetings are audio recorded and posted to the JPUD website at <a href="https://www.jeffpud.org">www.jeffpud.org</a> usually within 1-2 business days of each

meeting. If you experience any difficulty accessing a particular recording, you may call 360 385 5800 for assistance.

Wayne G. King, President

Barney Burke Secretary