

PUBLIC UTILITY DISTRICT # 1
of Jefferson County
February 1, 2006
Regular Meeting

MINUTES

CALL TO ORDER

The regular meeting of the Public Utility District #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:

M.Kelly Hays, President
Dana Roberts, Vice President
Wayne G. King, Secretary
James G. Parker, District Manager
William Graham, District Resource Manager
Thomas C. Neal, District Auditor
Kate Pike, Brisa Services, Transcription

AGENDA

Commissioner King requested adding, under Discussion Item b. Power/fuel-Peterson Lake property, "signage, gates and housekeeping"; and switching the order of Discussion Items a.) and b.). The Agenda was then approved as amended.

MINUTES

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously to approve the Regular Meeting Minutes of January 18, 2006.

APPROVAL OF VOUCHERS

MOTION: By Commissioner Roberts, Second by Commissioner King, carried unanimously to approve payment of Warrants No. 10233 through 10282 in the amount of \$62,275.58.

ITEMS FROM THE FLOOR

There were none.

COMMISSIONER'S REPORTS

Commissioner Roberts

On January 24, attended the WRIA 17 Steering Committee and Planning Unit meetings. On January 26, attended a day-long seminar at the University of Washington on ecological significance of high stream flows. In attendance were leading edge researchers from the Flood Planning Management Association, the Department of Ecology, the Army Corps of Engineers and water system and fish habitat

representatives.

On February 7, plan to attend the Commissioners' workshop at PUD offices.

On February 10, plan to attend seminar at Port Townsend Community Center on a regional energy budget.

On February 16, plan to attend meeting at the University of Washington for presentation of an annual research report on a number of things related to streams, habitat, stream flow and new technologies

Commissioner King

On January 19, attended WRIA 16 meeting in Union with Bill Graham.

On January 24, attended the WRIA 17 Steering Committee and Planning Unit meetings.

On January 31, attended meeting with Joe Storh, Department of Ecology and an ad hoc committee with regard to WRIA 17.

On February 2, plan to attend a WRIA 16 workshop in Hoodspport.

On February 7, plan to attend the Commissioners' workshop at PUD offices.

On February 8, plan to attend a meeting with Department of Health on waterfront septics at the Port Ludlow fire station.

On February 9, plan to attend a WRIA 16 meeting.

On February 13, plan to attend a meeting on waterfront septics in Brinnon.

On February 14, plan to attend a meeting on waterfront septics in Quilcene.

Commissioner Hays

On January 19, attended the Washington PUD Association meeting and reception for legislators.

On January 20, attended the WPUDA Board Meeting, where a contractor for the new building was approved.

On January 24, attended the WRIA 17 Steering Committee and Planning Unit meetings.

On February 2 and 3, plan to attend Washington PUD Association meeting in Olympia.

On February 7, plan to attend the Commissioners' workshop at PUD offices.

On February 8, plan to attend meeting with Department of Health on waterfront septics at the Port Ludlow fire station.

ACTION ITEM;

* Rate Study RFP

The Board requested comment from Phil Otness, who, as a long-time help to the PUD in matters of fiduciary concerns, reviewed the documents. After comments on minor revisions and praise of staff's preparation by Mr. Otness, the Board made the following MOTION: By Commissioner Roberts, Second by Commissioner King and carried unanimously to approve the advertisement of Request for Proposal for Water and Sewer Rate Study.

DISCUSSION ITEMS

b. Power/fuel, signage, gates and housekeeping - Peterson Lake property

Mr. Graham presented a proposal to cover utility costs for the current caretakers of the Peterson Lake property. The Board and staff discussed security, fencing, signage and maintenance needs for the property, on which escrow closing is pending. The Board took the following ACTION:

MOTION: By Commissioner King, Second by Commissioner Roberts to pay power and

fuel costs for the Peterson Lake property caretakers through January 9, 2007, and to secure signage, gates and perform some general maintenance for that property.

a. SCADA - Jack Parent

Jack Parent, A Thousand Hills, was present to address the Board on the status of the SCADA System upgrade and discuss a possible workshop for demonstration and future direction. There was some discussion regarding available towers.

c. Quarterly B & O online - Authorization for staff signature

As the quarterly Business and Operation tax process is done largely online, it has become necessary to allow staff to authorize. The Board took the following ACTION: MOTION: By Commissioner Roberts, Second by Commissioner King and carried unanimously to authorize RJ McConnell, District Utility Accountant, to act on behalf of the Board for online submission of B &O tax reports.

d. Resolution 2006-003 - Reassignment of Water Connection

The Manager presented for review Resolution 2006-003, ordering transfer of water connections. No Action.

MANAGER'S REPORT/OLD BUSINESS/ UPCOMING EVENTS

At the Airport Well, clean-up has begun and the Department of Ecology is processing change application.

Regarding the Marrowstone project, when signed documents are returned from the Park Service, the WFI shall be sent to the Department of Health, incorporating the system with the Quimper Water System. Meters are installed for service to Park facilities, and individual readings can begin. Payment for the water tank has been made and Public Works Trust Fund loan reimbursement can be requested. Staff is preparing a bid package for extension of the water line from the tank to Park's edge. It appears that the Shoreline hearing may occur on March 7. Parametrix has been hired for Phase 2 wetland study.

At Beckett Point, permit signage is posted; staff is working on three-phase power for pump boosting; and the Department of Health permit is pending.

In Quilcene, plans and specs are pending. Hydraulic and Department of Transportation permits have been submitted. An expected timeline is to advertise for bid, with an opening and award in early April, a Notice to Proceed occurring by the end of April, and work to be performed during the summer months. The Department of Transportation permit and the Fish and Wildlife hydraulic permit have been obtained. Staff will apply for loan/grant monies from Rural Utilities Service (RUS) for water tank.

STAFF REPORTS

Auditor's Report. Everything is in order.

CORRESPONDENCE

Letter from US Department of Agriculture, Rural Development Department regarding Section 504 Home Repair Loan and Grant program.

ADJOURNMENT

There being no further business, the President declared Regular Meeting adjourned at 6:40 p.m.

M. Kelly Hays, President

Dana Roberts, Vice President

Wayne G. King, Secretary