

**PUBLIC UTILITY DISTRICT # 1**  
of Jefferson County  
February 21, 2007  
REGULAR MEETING  
MINUTES  
**DRAFT**

**CALL TO ORDER**

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 5:02 p.m. at the District Office, 230 Chimacum Road, Port Hadlock, Washington. Commissioners and staff present were:

Dana Roberts, President  
Wayne G. King, Vice-President  
M. Kelly Hays, Secretary  
James Parker, District Manager  
Bill Graham, District Resource Manager  
Kate Pike, Brisa Services

**AGENDA**

The Agenda was approved with the addition, under Discussion, of Deep Well Research.

**APPROVAL OF MINUTES**

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to approve the Regular Meeting Minutes of February 7, 2007.

## **APPROVAL OF VOUCHERS**

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

Warrants No.11568 through 11582 in the amount of \$18,277.74, and

Warrants No.11583 through 11628 in the amount of \$140,960.99

For a TOTAL of: \$159,238.73

## **ITEMS FROM THE FLOOR**

None

## **COMMISSIONER'S REPORTS**

### **Commissioner King**

On February 12, discussion with Lloyd Summers regarding Peterson Lake caretaking.

On February 14, attended a meeting with Mason County PUD No.1 regarding a Parks Department plan for a sewer system and treatment plant.

On February 16, attended Union negotiations at the District office.

On February 22, expect to attend a meeting regarding Critical Areas ordinance.

### **Commissioner Hays**

On February 15, attended the WPUA water committee meeting in Olympia.

On February 16, attended the WPUA Board meeting in Olympia.

### **Commissioner Roberts**

On February 14, attended the annual Watershed Research presentation at the University of Washington. On February 21 morning, attended the second water leak detection seminar in Port Townsend.

## **ACTION ITEMS**

### *a. Peterson Lake: Ross arrangement*

The Manager presented for review and discussion a draft agreement between the District and a caretaker at the Peterson Lake facility.

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to offer the amended agreement to Larry and Kathy Ross, with copies to Irene Gutierrez and to Lloyd Summers, attorney for the Peterson estate.

### *b. Accept Beckett Point Engineering Proposal*

The Manager presented information regarding the Beckett Point Engineering Proposal and the need for formal Board approval to receive funding.

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to accept the engineering plans and specifications for Beckett Point, as presented in the bid documents prepared by Parametix.

### *c. Expedited Server Upgrade*

The Resource Manager explained information concerning the District's failing computer server and presented a quote for replacement from Voice & Data Technology, Inc.

MOTION: By Commissioner Hays, Second by Commissioner King, carried unanimously to accept the

February 16, 2007 quote from Voice & Data Technology, Inc. for replacement of the District's network server.

## **DISCUSSION ITEMS**

### *a. Draft Interlocal Agreement with Mason PUD No. 1*

The Resource Manager presented a draft interagency agreement between Jefferson PUD No.1 and Mason PUD No.1, to cooperatively execute a volunteer well metering program for the Skokomish Dosewallips WRIA 16. Grant funds from the Department of Ecology are available, to be expended by June 30, 2007.

### *e. Deep Well Research (taken out of order)*

The Resource Manager updated the Board on proposed sites and the feasibility of using sonic drilling technology for the Deep Well project, funded by a Department of Ecology grant.

### *b. Shannon and Wilson: Engineering at Beckett Point*

The Manager presented a proposal from Shannon & Wilson, Inc. (geotechnical and environmental consultants) for slope repair and drainage improvements at a residence beneath water tanks at Beckett Point.

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to accept the Shannon & Wilson, Inc. geotechnical proposal dated February 14, 2007.

### *c. Badger Meter Conversion*

The Manager presented quotations for mobile meter reading system and disc meters from BadgerMeter, Inc.

*d. County Franchise Agreement*

The Manager is to meet with Jefferson County representatives regarding an agreement for placing water lines within the right-of-way of roads on Marrowstone Island.

**MANAGER'S REPORT/OLD BUSINESS**

**At the Airport Well**, the Port of Port Townsend has approved well cleaning.

**On the LUD 14 (Marrowstone Island) project**, regarding the North SR 116 extension, construction is near completion and a walk-through with Department of Transportation is pending. Bids for the Mumby Road/Madrona section are being received, with opening scheduled for March 20, 2007.

**At Becket Point**, the pre-bid meeting has occurred and opening of bids is scheduled for March 5, 2007. Beckett Point Fishermen's Club is to meet on March 10, 2007. Regarding financing, the Manager suggested the first million dollars be financed through the Public Works Trust Fund with the remainder through short-term bank loan until completion of construction, converting to long-term after completion.

**In Quilcene**, staff is comparing costs of painting the existing water tank with future requests for funding a new tank. Land sale offer has been sent to the Skokomish Tribe. Paperwork has been submitted to the Department of Health for 33 ERU's.

**With regard to Olympic Mobile Village**, The Manager is continuing to secure easements from adjacent property

owners.

**Concerning the SCADA project**, the consultant continues to work with Clallam County and the permit center regarding a building at Ocean Grove.

**Regarding the Mats Mats well**, the Manager is working on a new Group B system while also investigating extension of the current system.

**At Snow Creek**, the Department of Health has approved additional connections.

**With regard to the Discovery Bay Golf Course**, the Manager has submitted a water right change application to the Department of Ecology.

**At the Sparling Well**, static level continues to rise; as a result, TOC's are high and ATEC treatment system off-line.

## **PUBLIC COMMENT**

None

## **CORRESPONDENCE**

1. Letter from Michael Mingee, Fire Chief of East Jefferson Fire, regarding a Fire Hydrant Maintenance Agreement
2. Letter from John L. Barry, Lombino Martino, P.S., regarding hydrant easement on Turner property at southwest corner of Center Valley and Chimacum Roads intersection
3. Letter from W. Dennis Johnson, Smitty's Island Retreat RV Park on service line pressure

## **EXECUTIVE SESSION**

At 7:05 p.m. the Board adjourned to Executive Session for the purpose of personnel matters. No ACTION was taken.

### **ADJOURNMENT**

There being no further business, the President adjourned the Regular Meeting at 7:48 p.m.