

**PUBLIC UTILITY DISTRICT # 1**  
of Jefferson County  
230 Chimacum Road  
Port Hadlock, WA  
June 18, 2008  
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:

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

**AGENDA**

The Agenda was approved with the addition of Discussion Item *j) Power Meeting*.

**APPROVAL OF MINUTES**

MOTION: By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to approve the Regular Meeting Minutes of June 4, 2008.

**APPROVAL OF VOUCHERS**

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

Warrants No.13851 through 13888 in the amount of \$21,167.02; and  
Warrants 13866 through 13850 in the amount of \$322,550.99  
For a Total of \$343,718.01.

**ITEMS FROM THE FLOOR** (not listed on the Agenda)

Steve Hamm, Citizens for Local Power, commented that the petition to allow placement on the November 2008 election ballot the issue of authorizing the PUD to provide electrical power, with over 2100 signatures, will be submitted to the Jefferson County Auditor on Tuesday, June 24.

**COMMISSIONERS' REPORTS**

**Commissioner Hays:**

June 10: Attended, with the Manager, a meeting with the Jefferson County Treasurer to discuss taxes and budget.

June 17: Attended the GOP "Candidate" night.

June 18: Attended a Puget Sound Energy Port Townsend customer service office grand opening.

June 18: Visited Peterson Lake facility to observe utility pole condition.

June 24: Expect to attend meeting of the the Marrowstone Island Community Association.

June 30: Expect to attend bid opening for LUD 14, Marrowstone Island southeast corner construction.

**Commissioner Roberts:**

June 10: Participated in WRIA 17 Planning Unit meeting.

June 12: Participated in Climate Action Committee meeting.  
June 17: Attended the GOP "Candidate" night.  
June 18: Attended the Puget Sound Energy Port Townsend customer service office grand opening.  
June 24: Expect to attend meeting of the the Marrowstone Island Community Association.  
July 2: Expect to attend Jefferson County Infrastructure Board Meeting.  
July 2: Expect to attend meeting of Climate Action Committee.

**Commissioner King:**

June 24: Expect to attend meeting of the the Marrowstone Island Community Association.  
June 26 Expect to attend a Dosewallips Park Program in Brinnon.

**ACTION ITEMS**

*a) Award Contract for PUD BOC-requested Public Power Feasibility Study.*

After discussion by the Board, the Manager and members of the public, the Board took the following **ACTION:**

**MOTION:** By Commissioner Roberts, Second by Commissioner Hays, carried unanimously to authorize approval of a Consulting Services Agreement between the PUD No. 1 of Jefferson County and D. Hittle & Associates, Inc. to perform a preliminary feasibility study for the PUD No. 1 of Jefferson County to add electric services.

*b) Marrowstone Island Finance Documents*

After discussion and noting an incorrect Resolution number in previously issued draft document, the Board took the following **ACTION:**

**MOTION:** By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to adopt RESOLUTION NO. 2008-004, establishing a line of credit and providing for the issuance and sale of a Marrowstone Island Local Utility District Bond Anticipation Note of the District in the principal amount not to exceed \$1,700,000 to evidence the line of credit; providing the form and terms of the note; and accepting the offer of First Federal Savings and Loan Association of Port Angeles to purchase the note.

**DISCUSSION ITEMS**

*a) Fair Ideas*

Bill Graham notified the Board that, for the August 9-10 Jefferson County Fair, the PUD booth will display storyboards citing current accomplishments, particularly the Beckett Point and Marrowstone Island projects.

*b) Request for additional work on Sparling 3 analysis - PGG*

Bill Graham requested the Board authorize an expenditure of approximately \$3,000 for further study and reporting on the Sparling 3 by hydrogeologist Peter Schwartzman of Pacific Groundwater Group. The Board took the following **ACTION:**

**MOTION:** By Commissioner Roberts, Second by Commissioner Hays, carried unanimously, to authorize further analysis of the Sparling 3 Well by Pacific Groundwater Group.

*c) Peterson Lake caretaker status*

The Manager presented a Memo for Record and a draft caretaker agreement regarding tenancy at Peterson Lake by a PUD employee. After discussion regarding facility repairs, revenue possibilities, signage, and the need to connect with the legal counsel for the Peterson Estate, no action was taken.

*d) Disposition of surplus property*

The Manager presented draft Resolution No. 2008-005 declaring certain property (two vehicles and some miscellaneous equipment) is to be declared surplus and authorized for sale.

*e) Mutual Aid Agreement - WPUDA*

The Manager presented for review an agreement, from the Washington Public Utility Districts Association, by and between all public utility districts.

*f) Extension transfer - North Willison*

The Manager presented for review a contract for transfer of waterline extension ownership of the N. Willison waterline extension. Action expected at the next Regular Meeting.

*g) Extension transfer - McClellan*

The Manager presented for review a contract for transfer of waterline extension ownership of the McClellan Street waterline extension. Action expected at the next Regular Meeting.

*h) Dosewallips State Park MBR*

The Manager presented notice of a public meeting to present preliminary plans for Dosewallips State Park's new sewage treatment system near Brinnon, as well as information regarding certification requirements for membrane bioreactor (MBR) systems.

*i) Puget Sound Energy power study for Skagit*

The Manager presented information feasibility and analysis of possible takeover of electric service in Skagit County.

*j) Power Meeting*

Commissioner King raised questions regarding correspondence related to meetings in regard to local electric power authorization.

### **MANAGER'S REPORT/OLD BUSINESS**

**LUD 14 (Marrowstone Island):** Note Action Item b). The SR116 project portion is complete with some remaining work on side roads. Meter boxes are being installed at Griffith Point with pressure and bacteria testing pending. Currently there are 499 requests for full service connections, 65 requests for partial service, and 39 requests for exemptions. Bid opening with regard to the Island's southeast corner is scheduled for June 30; costs are estimated at \$1 million.

**Beckett Point:** Archeology report has been submitted. The Beckett Point Fisherman' Club meeting is scheduled for July 6.

**Quilcene:** The Department of Health has authorized a system total of 46 connections. Staff is investigating re-painting of the water tank.

**Olympic Mobile Village:** Contract award documents have been returned by C&J Excavating of Carlsborg and the pre-construction meeting is anticipated in July, with work to begin in August.

### **STAFF REPORTS:**

**Auditor's Report:**

The Auditor reported that accounts are in order and vouchers are to be paid.

### **PUBLIC COMMENT**

None

### **CORRESPONDENCE**

1. Letter from Department of Energy Bonneville Power Administration regarding the Port Angeles-Juan de Fuca Transmission project.
2. Letter from State of Washington Department of Health regarding Bishop Heights Division 2, No. 1 Water System connection increase.
3. Notice of Northwest Public Power Association (NWPPA) regarding training and education information.

### **ADJOURNMENT**

**MOTION:** By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to adjourn the Regular Meeting at 7:39 p.m.