

**PUBLIC UTILITY DISTRICT # 1
of Jefferson County
March 7, 2007**

**REGULAR MEETING
MINUTES**

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 5:00 p.m. at the District Office, 230 Chimacum Road, Port Hadlock, Washington. Commissioners and staff present were:

Dana Roberts, President
M. Kelly Hays, Secretary
James Parker, District Manager
Kate Pike, Brisa Services

AGENDA

The Agenda was approved with the addition, under Discussion, of f. Draft letter for Marrowstone Island property owners and the moving of Discussion Item c. Steve Brunnette, to just after Commissioner's Reports.

APPROVAL OF MINUTES

MOTION: By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to approve the Regular Meeting Minutes of February 21, 2007.

APPROVAL OF VOUCHERS

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

Warrants No.11629 through 11643 in the amount of \$18,202.34, and
Warrants No.11644 through 11673 in the amount of \$34,719.67
For a TOTAL of: \$52,922.01

ITEMS FROM THE FLOOR

Paul Heinsinger had a question regarding Marrowstone Island system that was to be addressed later in the meeting under Discussion Item f.

COMMISSIONER'S REPORTS

Commissioner Hays

February 28: Met with Sam Gibbony of Hydrologic Services regarding comments on the reverse osmosis studies which are to be recorded on the local PTTV.

March 5: Attended the Beckett Point sewer system bid opening.

March 7: Participated in a WPUA Water Committee conference call regarding legislation that will affect water issues.

March 9: Expect to attend WPUA Commissioners roundtable and meet with Denise Lahmann and Frank Meriwether, DOH, regarding the Quilcene Water System.

March 17: Expect to attend the Beckett Point Fishermen's Club meeting to discuss a bid for construction of that sewer system.

Commissioner Roberts

February 22: Attended Port Townsend City Council meeting regarding tidal-power-generating opportunities in Port Townsend Bay

February 29: Attended the meeting of the WRIA 17 Steering Committee and Technical Committee

March 1: Packed conservation plant materials with the Jefferson County Conservation District.

March 8: Expect to attend a session with the Port Townsend Chamber of Commerce regarding publicity for non-profit entities.

March 13: Expect to attend the WRIA 17 Planning Unit meeting.

DISCUSSION ITEM (out of order for attendee's convenience)

c. Steve Brunette

Mr. Steve Brunette, who addressed the Board on February 7 regarding a possible resolution of drainage problems on his property, again requested assistance in alleviating excess runoff onto the property. It was decided to investigate removal of a berm and the possibility of involving the County, who has storm drainage responsibility, in the process.

ACTION ITEMS

a. BOC letter on MOS

MOTION: By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to authorize forwarding of the letter from the President to Jefferson County Board of Commissioners formally requesting Jefferson County take over management of the MOS program and Local Health permitted community drain fields from the PUD.

b. County PUD Surety Requirements

The Manager presented information on Jefferson County Code 13.56, providing for posting of bond or other surety for insuring that any damage cause by utility installation, repair or maintenance will be corrected to the County's satisfaction.

MOTION: By Commissioner Hays, second by Commissioner Roberts, carried unanimously to authorize the Manager to pursue the posting of a bond or surety, under Jefferson County Code 13.56, for repair of damage by Jefferson PUD No. 1 to County roads.

c. Kala Point

The Manager presented a Memo for Record concerning the potential purchase of Kala Point Water System.

MOTION: By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to direct the Manager to continue pursuit of a purchase agreement for the Kala Point Water System.

d. Beckett Point bids

The Manager presented the five bids received and opened for the Beckett Point Sewer System.

MOTION: By Commissioner Hays, Second by Commissioner Roberts, carried unanimously to call a Special Meeting of the Board of Commissioners on Monday,

March 19, 2007, 10:00 a.m. at the District office for the purpose of awarding the Beckett Point construction bid to Pape & Son.

DISCUSSION ITEMS

f. Draft letter for Marrowstone Island property owners (out of order for attendees' convenience)

The Manager presented for discussion a DRAFT letter from the District to Marrowstone Island property owners addressing LUD #14 approval, permits, progress, timing, service policies, easements, application for service, letter of availability, fire hydrants and costs. Further discussion will occur at future Regular Meetings.

a. AMR Meters

The Manager presented for review a memorandum and proposal addressing the conversion from Itron AMR (Automated Meter Reading) to Badger AMR reading devices

b. Fire District letter

The Manager presented for review a letter from East Jefferson Fire Rescue proposing a fire hydrant maintenance partnership. The Manager will research further with Chief Mike Mingee and with PUD No. 1 union representatives.

d. Airport Well rehab/replacement

The Board discussed the advantages and disadvantages of replacing, rather than repairing, the Airport Well.

e. Cotton Drainfield

The Manager presented a Notice of Violation from Jefferson County Environmental Health regarding the on-site sewage system on Cleveland Street, Port Hadlock. Mr. Parker is to again meet with Environmental Health, homeowners and Mike Deeney to assess long-term options for healthful operation.

MANAGER'S REPORT/OLD BUSINESS

Airport Well: See discussion this meeting.

LUD 14 (Marrowstone Island): 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. See discussion this meeting regarding property owner notification

Beckett Point: See discussion this meeting.

Quilcene: Commissioner Hays is to meet with the Department of Health regarding connections.

Olympic Mobile Village: The Manager has met with RUS (Rural Utilities Service) regarding approval.

SCADA project: The consultant continues to work with Clallam County and Jefferson County permit center regarding a building at Ocean Grove.

PUBLIC COMMENT

None

CORRESPONDENCE

CD: E-mail from Kathy Hough, Investment Officer, Jefferson County Treasurer regarding maturing certificate of deposit

EXECUTIVE SESSION

At 8:42 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 8:49 p.m.

Dana Roberts, President
Wayne G. King, Vice-President

M. Kelly Hays, Secretary