

**PUBLIC UTILITY DISTRICT # 1**  
of Jefferson County  
May 7, 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 5:00 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  
Bill Graham, District Resource Manager  
Thomas C. Neal, District Auditor  
Kate Pike, Brisa Services

**AGENDA**

The Agenda was approved as submitted.

**APPROVAL OF MINUTES**

MOTION: By Commissioner Roberts, Second by Commissioner Hays, carried unanimously, to approve the Regular Meeting Minutes of April 16, 2008.

**APPROVAL OF VOUCHERS**

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

Warrants No.13668 through 13682 in the amount of \$22,911.31; and  
Warrants 13683 through 13694 in the amount of \$23,269.93; and  
Warrants 13695 through 13751 in the amount of \$558,249.99

For a Total of \$604,431.23.

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

Mo Rogers had a question regarding LUD 14 assessment payments.

## **COMMISSIONERS' REPORTS**

### **Commissioner Hays:**

April 29: Participated in a conference call with WPUDA regarding the Municipal Water Law and Department of Ecology comments.

April 30: Attended bid opening for Olympic Mobile Village construction.

May 21: Do not expect to attend PUD Board Regular Meeting.

### **Commissioner Roberts:**

April 22: Attended meeting of WRIA 17 Steering & Technical Committees and a presentation by Golder Associates regarding Aquifer Storage & Recovery (ASR).

April 29: Participated in a conference call with WPUDA regarding the Municipal Water Law and Department of Ecology comments. (listened only)

May 1: Attended meeting in Port Ludlow regarding Puget Sound Energy.

May 8: Expect to attend a meeting in Port Hadlock of the Water Utility Coordinating Committee (WUCC).

May 13: Expect to attend a meeting of the WRIA 17 Planning Unit.

May 14: Expect to attend a meeting at the Chimacum Grange regarding possible provision of public power.

### **Commissioner King:**

April 21: Met with Irene Gutierrez and Jim Parker regarding Peterson Lake.

April 22: Attended meeting of WRIA 17 Steering & Technical Committees and a presentation by Golder Associates regarding Aquifer Storage & Recovery (ASR).

April 24: Attended a meeting in Blyn of the Peninsula Development Association (PDA).

April 29: Participated in a teleconference with Department of Ecology regarding PDA.

May 1: Attended a presentation in Port Ludlow regarding Puget Sound Energy.

May 14: Expect to attend a meeting at the Chimacum Grange regarding possible provision of public power.

## **ACTION ITEM**

### *a) Award Bid for Olympic Mobile Village*

Six bids for an upgrade to the Quimper Water System (Olympic Mobile Village) were received; the lowest was submitted by C & J Excavating of Carlsborg, Washington. The Board took the following ACTION:

MOTION: By Commissioner Hays, Second by Commissioner Roberts, carried unanimously, to award the bid for installation of approximately 3800

lineal feet of 8, 4, and 2-inch PC C-900 water main with associated appurtenances and related work at Olympic Mobile Village to C & J Excavating, Carlsborg, Washington.

## **DISCUSSION ITEMS**

### *a) ASR Stage 2 Approval*

Bill Graham presented a technical memorandum from Golder Associates, Inc., currently preparing an ASR (Aquifer Storage and Recovery) study on Groundwater Storage in the Chimacum Creek Basin. A Step 1 Report, screening prospective sources and recharge sites, was presented to the WRIA 17 Steering and Technical Committees on April 22. A Step 2 work plan, focused on the South Upland study area, is proposed to consist of a) a geophysical survey; b) recharge tests via a test well; c) seepage study and geological mapping; d) and reporting. Bill requested approval from the Board for proceeding with Step 2.

**MOTION:** By Commissioner Roberts, Second by Commissioner Hays, carried unanimously, to move forward with Step 2 of the Groundwater Storage in the Chimacum Creek Basin study, being conducted by Golder Associates, Inc.

### *b) Peterson Lake current situation*

The former tenant/caretaker at Peterson Lake has vacated the premises and staff is investigating replacement.

### *c) Marrowstone Island Survey Results, Interim Financing, Bid Documents*

The Manager presented information regarding the schedule for completion of the Marrowstone Island LUD #14, noting much has been completed with the remainder to include the southeast section, an extension of an additional transmission (reinforcement) line along the southerly section of Indian Island and crossing a causeway to Marrowstone Island, and any connections for anticipated future use.

Regarding a survey previously sent to approximately 890 Marrowstone Island property owners, early returns indicate that approximately 415 properties will be signed up for full system connections and roughly 80 properties will not be signed up for that level of service, thus being subject only to a partial assessment or are exempt. It is expected that final assessments will be sent in November 2008 and that a final assessment hearing will be held in December 2008.

With regard to financing, to-date cost of LUD 14 is around \$2.8 million and anticipated total expenditures will be in the range of \$4.7 to \$5 million. The District has obtained Public Works Trust Fund and State Revolving Fund financing; however, it is apparent that it will be necessary to obtain some commercial financing to complete this project. The Manager will bring a RESOLUTION for review at the May 21 regular meeting and ACTION at the June 4 meeting.

*d) Port of Port Townsend - Quilcene Water System SMA Agreement*

The Manager presented for review a proposed contract between the District and the Port of Port Townsend for maintenance and operation services at the Quilcene Port (Herb Beck Marina) Water System, as well as an inspection report by PUD No. 1 staff.

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

**LUD 14 (Marrowstone Island):** Note Discussion Item c).

**Becket Point:** Archeologist has returned for study.

**Quilcene:** Washington State Department of Health has approved 13 more connections. Quilcene Fire District has been sent a draft agreement for hydrant maintenance. Staff is investigating re-painting of the water tank and installation of a fill station.

**Olympic Mobile Village:** Note Action Item a) regarding bid award. Staff is wrapping up easements and contracting with Puget Sound Energy/POTELCO to extend 3-phase power to a pump house.

## **STAFF REPORTS:** Auditor's Report

The Auditor reported that all is in order.

## **PUBLIC COMMENT**

Norm MacLeod commented on a Puget Sound Partnership meeting on water quantity and the address of "treat and return" of wastewater.

## **CORRESPONDENCE**

1. Letter from John Burton regarding fire hydrant.
2. Letter from Office of Drinking Water, State Department of Health, regarding additional connections to the Quimper Water System.

## **ADJOURNMENT**

**MOTION:** By Commissioner Roberts, Second by Commissioner Hays, carried unanimously, to adjourn the Regular Meeting at 6:47 p.m.

