

**PUBLIC UTILITY DISTRICT # 1**  
of Jefferson County  
September 19, 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. Commissioner Hays was out-of-District as previously noted. Commissioners and staff present were:

Dana Roberts, President  
Wayne G. King, Vice-President  
James Parker, District Manager  
Bill Graham, District Resource Manager  
Thomas C. Neal, District Auditor  
Kate Pike, Brisa Services

**AGENDA**

The Agenda was approved with the moving of Discussion Item f, Rate Study Presentation, to just after Commissioners Reports.

**APPROVAL OF MINUTES**

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously, to approve the Regular Meeting Minutes of September 5, 2007.

**APPROVAL OF VOUCHERS**

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously to approve payment of:  
Warrants No.12869 through 12883 in the amount of \$5,21,045.97; and  
Warrants No.12884 through 12922 in the amount of \$347,858.86;  
For a Total of \$368,904.83

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

Mo Rogers requested the moving of Discussion Item f, Rate Study Presentation.

**COMMISSIONER'S REPORTS**

**Commissioner King**

September 5: Attended meeting of Jefferson County Planning Commission

September 20: Expect to attend PUD No. 1 of Jefferson County Rate Hearing at Chimacum Fire Station

September 22: Expect to attend Quilcene Fair

**Commissioner Roberts:**

September 10: Attended Port Townsend City Council meeting addressing a proposed Clean Water District

September 11: Attended a forum on human remains presented by John McCoy, Washington State Legislator and member of the Lummi Indian Tribe

September 11: Attended the WRIA 17 Planning Unit meeting

September 17: Attended meeting of BOCC regarding proposed Clean Water District

September 18: Attended a WRIA 17 field trip to the Sparling Well, hosted by Bill Graham & PUD

September 20: Expect to attend PUD No. 1 of Jefferson County Rate Hearing at Chimacum Fire Station

September 21: Expect to attend meeting of Puget Sound Action Area regarding boundaries

September 22: Expect to attend Quilcene Fair

September 26, 27 and 28: Expect to attend WPUA water workshops in Leavenworth

**DISCUSSION ITEM**

*f) Rate Study Presentation*

The Manager presented preliminary information concerning the Rate Hearing scheduled for September 20 at the Chimacum Fire Station.

**ACTION ITEMS**

*a) CIF Grant Request*

The Manager presented a draft letter to the EDC of Jefferson County requesting Community Improvement Fund (CIF) grant funding for drilling, testing and development of a supplemental well at the Sparling Well site. The related meeting is scheduled for October 2, 2007 at the BOCC chambers; Commissioners Roberts and King will attempt to attend.

*b) Reclaimed Water grant request*

The Manager presented a letter to the Department of Ecology (DOE) Water Quality Program in support of Jefferson County funding request for the Irondale/Port Hadlock UGA sewer design development. Additionally, he presented a request from Jefferson County PUD requesting funding for a feasibility study for collection, treatment and reclaiming of septic effluent for re-use in the Irondale/Port Hadlock area.

Regarding Action Items a) and b), the Board took the following ACTION:

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously to submit requests for CIF grant funding and DOE Water Quality grant funding, as well as offering support for the Jefferson County request.

## **DISCUSSION ITEMS**

### *a) SCADA - Jack Parent*

Jack Parent was present to update the Board on progress of tower installation at Ocean Grove. He described current engineering specifications, with set up expected in approximately one month. Additional, Mr. Parent will investigate installation of a cell tower at Peterson Lake.

### *b) Website - Norm MacLeod*

Deferred

### *c) Quilcene Fair*

Bill Graham identified public relations information and water service project construction photos and conservations items to be displayed or given out at the Quilcene Fair on Saturday, September 23, 2007. items

### *d) Sparling Well*

CIF grant funding request is to be submitted. See prior ACTION Item a) of these minutes (above).

### *e) Peterson Lake*

The Manager presented for review an Agreement and Assumption of Risk , clarifying a portion of the life estate (at Peterson Lake) granted to Irene Gutierrez in the Bernard W. Peterson Family Partnership.

### *g) Gardiner well/SSNW*

The Board discussed a current Land Use Issue, expansive plans to accommodate a private military training business located around Discovery Bay, and the likelihood of lead contamination in the Gardiner water system, given an absence of any verified record of collecting expended ordinance. The Manager indicated that regular testing has not yet determined any lead contamination.

### *h) Resolution - Accepting water-main extension at Glen Cove South*

The Manager presented for review the proposed Resolution No. 2007-011, accepting a constructed water-main extension to the Quimper-Glen Cove South Water System as a gift and contribution in aid of construction from the Developer and an agreement for the District to commence operation and management of the facilities. Action is expected at the next regularly scheduled meeting.

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

**LUD 14 (Marrowstone Island):** Lydel Construction, Inc. has submitted a preliminary construction schedule, with installation of water services expected mid-January, 2008.

**Becket Point:** Pape & Sons has resumed construction with 16 grinder pumps installed, avoiding intact midden. Septic tank and drainfield work by Shold is near completion. Three-phase power installation by Puget Sound Energy is costed out at \$103,000, rather than the \$70,000 originally quoted. Archeology cost to date is approximately \$44,000. Plans have been received from Shannon & Wilson to restore up-hill erosion; currently staff is seeking a landscape contractor. A bank line of credit is pending.

**Quilcene:** Most water system connectors have paid fees, with final notice to be sent. Staff is waiting for fees and agreement on responsibilities from the fire district.

**Olympic Mobile Village:** Status reply from RUS on environmental assessment is expected at the end of the month and will be included in a Department of Health grant request. Staff is again addressing easements and preparing an application to Department of Health for acquisition grant.

**Cotton Drainfield (Portage Bay):** The Manager presented correspondence from Larry Panush, on behalf of the system's customers, regarding use of the Aqua Test pretreatment system.

**STAFF REPORTS:** Auditor Report

The Auditor reported that vouchers and warrants are in order.

**PUBLIC COMMENT**

None

**CORRESPONDENCE**

None

**ADJOURNMENT**

**MOTION:** By Commissioner King, Second by Commissioner Roberts, carried unanimously, to adjourn the Regular Meeting at 7:13 p.m.

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