

PUBLIC UTILITY DISTRICT # 1
of Jefferson County
October 1, 2007
BUDGET/RATES HEARING and
REGULAR MEETING
MINUTES

DRAFT

BUDGET/RATES HEARING

CALL TO ORDER

The Budget/Rates hearing of the Public Utility District No.1 of Jefferson County was called to order by the President of the Board of Commissioners at 5:03 p.m. at the District Office, 230 Chimacum Road, Port Hadlock, Washington. Commissioner Hays was out-of-District. Commissioners and staff present were:

Dana Roberts, President
Wayne G. King, Vice-President
James Parker, District Manager
Kate Pike, Brisa Services

The Manager presented for review Resolution No. 2007-012 Adopting the Budget for the Calendar year 2008. He also addressed a rate study and fee adjustment proposed by the FSC Group.

Public Comment

Bob Henderson, Quilcene citizen and Mike Whitaker, Quilcene fire commissioner, had comments relating to items on the Regular Meeting agenda which were deferred to that agenda.

ADJOURNMENT

The Budget/Rates hearing was adjourned to the Regular Meeting at 5:35 p.m.

REGULAR MEETING

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 5:35 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
Kate Pike, Brisa Services

AGENDA

The Agenda was approved with the addition of a consultant presentation following voucher approval.

APPROVAL OF MINUTES

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously, to approve the Regular Meeting Minutes of September 19, 2007 and the Special Meeting & Rate Hearing of September 20, 2007.

APPROVAL OF VOUCHERS

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

Warrants No.12923 through 12937 in the amount of \$20,061.49; and
Warrants No.12938 through 12974 in the amount of \$68,064.79
For a Total of \$88,126.28

CONSULTANT PRESENTATION

Norm MacLeod, Gaelic Wolf Consulting, presented to the Board an initial briefing relating to the District's internet presence and website upgrade. He briefly reviewed the current site, assessing the PUD No. 1 online presence, apparent needs and means for their accomplishment. Following discussion, the Commissioners asked Mr. MacLeod to return to a Board meeting when the Resource Manager could participate. Commissioners concurred on the need to do their own "refresher" with the District's website beforehand.

ITEMS FROM THE FLOOR (not listed on the Agenda)

1) *Mike Whitaker, Quilcene Fire District*, addressed the maintenance of Quilcene Water District fire hydrants and suggested the PUD reimburse the fire district for doing that work. Alluding to an unpaid bill for installing a hydrant, he indicated the fire district may consider re-commissioning its own well.

2) *Bob Henderson, Quilcene*, expressed gratitude to the Board for its work establishing the Quilcene Water District and his continued hope that the search for grants or other funding for a reservoir to supplement or replace the aging and inadequate elevated tank be accelerated.

3) *Mo Rogers, Marrowstone Island*, commented on his experience with the Los Angeles, California fire department where maintenance of fire hydrants was considered to be the responsibility of that agency.

COMMISSIONER'S REPORTS

Commissioner King

September 20: Attended PUD No 1 Special Meeting and Rate Hearing at Chimacum Fire Station.

September 22: Attended Quilcene Fair.

September 27: Attended Jefferson and Clallam Counties PUDA meeting in Blynn.

October 2: Expect to attend CIF (County Infrastructure Fund) meeting.

October 3: May attend Jefferson County Planning Commission in Brinnon.

Commissioner Roberts:

September 20: Attended PUD No 1 Special Meeting and Rate Hearing at Chimacum Fire Station.

September 22: Attended Quilcene Fair.

September 26, 27, 28: Attended WPUA meeting with very helpful workshop presentation by Tom Anderson, with tour of Wenatchee tertiary sewage treatment plant on September 27.

October 2: Expect to attend CIF (County Infrastructure Fund) meeting.

October 3: Expect to attend Jefferson County Planning Commission in Brinnon

ACTION ITEMS

a) Resolution No. 2007-011, Accepting Watermain Quimper

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously, to adopt Resolution No. 2007-011 accepting a constructed watermain 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.

b) WSARP Application

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously, to authorize submission of a Water System Acquisition and Rehabilitation Program (WSARP) application for the Olympic Mobile Village Water System Acquisition and Rehabilitation in the Quimper Water System (in-process).

c) CIF: Naming Commissioner Roberts as Representative

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously, to appoint Commissioner Roberts to CIF (County Infrastructure Fund) committee.

DISCUSSION ITEMS

a) Resolution Setting Rates

The Manager presented for review Resolution No. 2007-012 Adopting the Budget for the Calendar year 2008.

b) Quilcene Letter

The Manager presented for review the District letter to property owners and water customers in Quilcene notifying them of the necessity to settle up on their connection fees by the end of November 2007 or be served with notice of service termination by year's end.

MANAGER'S REPORT/OLD BUSINESS

LUD 14 (Marrowstone Island): South SR116 bid documents are being completed with a request for bids anticipated in November/December. It may be necessary to add an additional water tank on the south end of the Island. Schwartz Road extension is completed; East Beach Road extension is expected to begin this week.

Indian Island: Staff is to request permission from the U.S.Navy to install a larger capacity water line to Marrowstone Island, alongside the fence around the south side of the base.

Becket Point: Pape & Sons has re-started work, aiming for completion the end of November. Three-phase power installation is anticipated on October 8. Details of re-burial of Indian remains are being addressed with assistance from Tribes and Fishermen's Club. A plan from Shannon & Wilson regarding erosion is in place; staff is researching landscape contractors.

Quilcene: Connection fee letter is to be sent. See Discussion Item this meeting. Staff is investigating the repair of the existing water tank.

Olympic Mobile Village: See Action Item this meeting regarding WSARP application. Regarding easements, it is necessary to contact Clallam PUD.

STAFF REPORTS

None

PUBLIC COMMENT

None

CORRESPONDENCE

None

ADJOURNMENT

MOTION: By Commissioner King, Second by Commissioner Roberts, carried unanimously, to adjourn the Regular Meeting at 7:55 p.m.