

**PUBLIC UTILITY DISTRICT # 1**  
of Jefferson County  
August 15, 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 5:00 p.m. at the District Office, 230 Chimacum Road, Port Hadlock, Washington. Commissioners and staff present were:

Dana Roberts, President  
Wayne G. King, Vice-President  
M. Kelly Hays, Secretary  
James Parker, District Manager  
Bill Graham, District Resource Manager  
Kate Pike, Brisa Services

**AGENDA**

The Agenda was approved with the addition, under Discussion Items, Report of Jefferson County Fair.

**APPROVAL OF MINUTES**

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to approve the Regular Meeting Minutes of August 1, 2007 and the Workshop Minutes of August 8, 2007.

**APPROVAL OF VOUCHERS**

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

Warrants No.12758 through 12772 in the amount of \$37,394.49; and  
Warrants No.12773 through 12814 in the amount of \$86,280.39;  
For a Total of \$123,674.88

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

None

**COMMISSIONER'S REPORTS**

**Commissioner King**

August 8: Attended Rate Study workshop at District office  
August 10-11: Attended Jefferson County Fair  
August 16: May attend WRIA 16 meeting in Hoodspport  
August 16: Expect to attend Olympic Water Users meeting at Chimacum Grange

**Commissioner Hays**

August 8: Attended Rate Study workshop at District office  
August 10-11-12: Attended Jefferson County Fair

**Commissioner Roberts:**

August 8: Attended Rate Study workshop at District office  
August 10-11-12: Attended Jefferson County Fair  
August 16: Expect to attend Olympic Water Users meeting at Chimacum Grange

**ACTION ITEMS**

a) *Resolution No. 2007-009 Cancelling Outstanding Warrant No. 10325*  
MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to approve Resolution No. 2007-009, canceling an outstanding warrant (No. 10325, issued 2/16/2006) that has not been redeemed within one year.

**DISCUSSION**

a) *Instream Flow Rule letter and policy*

Bill Graham addressed the Board regarding a letter, dated August 7, 2007, that was sent to Department of Ecology Jay Manning by the Jefferson County Board of Commissioners. The letter listed potential strategies for management of water in WRIA 17 during promulgation of the Instream Flow and Water Management Rule. There were several identified errors in the letter, particularly with reference to the PUD No.1 of Jefferson County. The Resource Manager will draft a letter from the BOC to the DOE Director, copy to Jefferson BOCC, noting these errors and the PUD positions on several issues, and hoping that Jefferson County and the PUD work more closely on critical resource issues.

b) *Report of Jefferson County Fair.*

The Board and Bill Graham discussed the experience of hosting a booth at the Jefferson County Fair. While a positive experience, the possibilities of an alternate booth location, a professional "trade show" display, and storage options for materials were addressed.

*c) Resolution No. 2007-010, Accepting Sunfield Farm line extension*

The Board discussed Resolution No. 2007-010, accepting a watermain extension to the Quimper Water System, constructed to District specifications by Sunfield Education Association, 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 to be taken at the next Regular Meeting.

*d) Rate Study recommendations*

The Manager presented for review proposed PUD rate changes. A public rate hearing is scheduled for September 20, 2007, 7:00 p.m. to be held at the Chimacum Fire District No. 1 Station in Chimacum.

*e) 2008 Budget*

The Manager presented for review a proposed 2008 Budget. The proposed Budget will be on file at the District office on September 1, 2007. A public Rate and Budget hearing is scheduled for October 1, 2007 at the District office.

*f) Portage Bay drainfield costs*

The Manager submitted thus-far expenses for repairs to the Portage Bay (Cotton) drainfield and presented an August 14, 2007 letter from customers from that community, outlining a proposal for payment. Still at issue is the current state of the drainfield.

*g) Marrowstone Island Invoice*

The Manager presented for review invoices sent to two Marrowstone Island property owners for system upgrades in the LUD 14 system, and a change order/additive bid items for Schwartz Road.

**MANAGER'S REPORT/OLD BUSINESS**

**LUD 14 (Marrowstone Island):** The Manager will address SR116 bid documents and requirements for Griffith Point Road, with a November/December time expected to go out for bid. Preconstruction meeting for mid-SR116 is scheduled at the District office on August 28, 10:00 a.m. DOT and County personnel are expected.

**Indian Island:** U.S. Navy is beginning discussion process again.

**Becket Point:** Archeological report is expected by Friday or Monday, with approval expected August 24. Pape & Sons will re-start work on September 4, with archeologist accompanying. Septic tank and drainfield work by Shold is near completion; hydro seeding is expected at the end of

September/beginning of October. Three-phase power acquisition is problematic with high increase in fees.

**Quilcene:** Land sale escrow closing expected August 16, 2007. Staff has informed water system connectors to pay fees.

**Olympic Mobile Village:** An Environmental Assessment has been resubmitted to RUS; that staff is addressing funding package, with notification pending.

**SCADA project:** Nothing new to report

**Rate Study:** Workshop is scheduled for August 8, 2007.

**STAFF REPORTS:** Auditor Report

#### **PUBLIC COMMENT**

None

#### **CORRESPONDENCE**

None

#### **ADJOURNMENT**

**MOTION:** By Commissioner Hays, Second by Commissioner King, carried unanimously, to adjourn the Regular Meeting at 7:12 p.m.