

PUBLIC UTILITY DISTRICT # 1
of Jefferson County
October 17, 2007
BUDGET/RATES HEARING and
REGULAR MEETING
MINUTES

DRAFT

BUDGET/RATES HEARING

CALL TO ORDER

The third 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 5:00 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

The Manager presented for review Resolutions Adopting the Budget for the Calendar year 2008 and

adopting rate changes for District water and sewer systems.

Public Comment

Bob Henderson, Quilcene citizen, commented on fire hydrant maintenance in Quilcene.

ADJOURNMENT

The Budget/Rates hearing was closed to the Regular Meeting at 5:25 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 5:25 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 moving of

Agenda Item VII Discussion Item D., L&I Rebate, to Item V., Items From the Floor.

APPROVAL OF MINUTES

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to approve the Regular Meeting Minutes of October 1, 2007 and the Special Meeting & Rate Hearing of October 1, 2007.

APPROVAL OF VOUCHERS

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

Warrants No.12975 through 12989 in the amount of \$20,383.16; and

Warrants No.12990 through 13025 in the amount of \$314,373.66

For a Total of \$334,757.27

ITEMS FROM THE FLOOR (not listed on the Agenda)

1) *Sandy Herschelman and Dick Broder (sp?)* addressed the Board concerning the PUD eligibility for a Labor & Industry premium rebate through membership in the Building Industry Association of Washington. After discussion, it was thought that membership would not be warranted at the current time and may be considered in the future (*I think you didn't say you'd never, ever do this, but I may be wrong*).

2) *Bob Henderson, Quilcene*, commented on fire hydrant maintenance in Quilcene and repeated his desire to pursue installation of a water reservoir in that community.

COMMISSIONER'S REPORTS

Commissioner King

October 5: Met with Jim Parker, Bill Graham and Department of Ecology representatives Tom Loranger and Ann Wessel regarding Jefferson County, Department of Ecology, WRIA 17 and the PUD role.

October 24: Expect to attend meeting with Department of Health in Gardiner regarding a new Operations and Monitoring program for on-site sewer systems.

Commissioner Hays

Has been out-of-District.

Commissioner Roberts

October 9: Attended meeting of WRIA 17 Planning Unit.

October 17: Attended meeting of Jefferson County Board of County Commissioners regarding a proposed Clean Water District.

October 23: Expect to attend meeting of WRIA 17 Steering and Technical Committees.

ACTION ITEMS

a) *Award Adelma Beach Contract*

MOTION: By Commissioner Hays, Second by Commissioner King, carried unanimously, to accept the bid of \$44,842.40 and enter into an agreement with C & J Excavating, Inc., Sequim, WA, for construction of water improvements at Adelma Beach.

b) Award Beckett Point Contract

The Manager presented an estimate from MHB Excavating and Paving (Matt Baker) for repair of slide/erosion area at Beckett Point. Further investigation through Conservation District (Al Latham) will be done.

DISCUSSION ITEMS

a) Website Upgrade

The District Resource Manager presented possibilities for an update of the current District webpage, including an archive section, a PUD system operations section, and a customer information section. The Commissioners discussed and presented suggestions.

b) Rates Resolution

The Manager presented for review and discussion a Resolution adopting rate changes for District water and sewer systems, effective the first full billing cycle of 2008. It was commented that the District hired FSC Group to conduct a rate study, advertised and held a workshop to review the FSC Group recommendations, and advertised and held three public rate hearings for input.

c) Budget Resolution

The Manager presented for review and discussion a Resolution Adopting the Budget for the Calendar year 2008. The Board discussed some specific budgetary considerations for the District website and for any costs related to transfer of the MOS operations and monitoring (O&M) program.

e) MOS O&M program

The Manager presented a memorandum to Homeowners with a MOS contract regarding the new O & M (operations and monitoring) program for on-site sewage systems. Four meetings have been scheduled to discuss State regulations and present options for O & M of the systems: October 9, October 11, October 17 and October 24. The Manager and Mike McNickle, Jefferson County Public Health, are the presenters.

f) Peterson Lake MOU

The Manager presented for discussion and review an Agreement and Assumption of Risk document regarding clarification of the Life Estate granted to Irene Gutierrez at Peterson Lake. There was concern about just who has permission to be on the facility. There was discussion regarding the long-term liability, responsibilities and caretaking obligations of the District.

MANAGER'S REPORT/OLD BUSINESS

LUD 14 (Marrowstone Island): South SR116 bid documents are being completed with Griffiths Point as a separate item.

Indian Island: The Manager has requested 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; the Navy is requesting more detailed drawings. Additionally, the Manager is in contact with Jefferson County Public Works in the event line placement outside Navy property becomes necessary.

Becket Point: Pape & Sons has installed grinder pumps on all but View Point sites. The Manager has met with the Tribes regarding reburial of remains. It was necessary to issue blank-check funding to Puget Sound Energy for tree cutting prior to power installation. Note above discussion regarding erosion repair.

Quilcene: Staff is seeking a signed agreement with Quilcene Fire District regarding responsibilities. Staff is investigating the repair of the existing water tank. A fill station in Quilcene has been requested by Got-Water.

Olympic Mobile Village: Grant request has been submitted. Intention to Transfer has been signed by owner.

STAFF REPORTS

Auditor's Report

The Auditor reported that all is in order.

PUBLIC COMMENT

None

CORRESPONDENCE

None

ADJOURNMENT

MOTION: By Commissioner King, Second by Commissioner Hays, carried unanimously, to adjourn the Regular Meeting at 8:11 p.m.