



**Mason County Public Utility District No. 1**  
Board of Commissioners Regular Meeting Minutes  
July 25, 2017 Potlatch, Washington

**Present:**

- Jack Janda, President
- Ron Gold, Vice President
- Mike Sheetz, Board Secretary
- Rob Johnson, District Legal Counsel
- Steven Taylor, General Manager
- Darin Hall, Director of Operations
- Kristin Masteller, Director of Business Services
- Mike Wittenberg, District Auditor
- Katie Arnold, District Accountant

The meeting of the Board of Commissioners of Public Utility District No. 1 of Mason County was called to order at 1:00 p.m. followed by the Flag Salute.

**APPROVAL OF CONSENT AGENDA:**

**Minutes:** July 11, 2017 Regular Meeting

<b>Warrants:</b>	Accounts Payable	113836-113845	\$ 9,640.91
		113853-113905	\$ 286,484.75
	Payroll	113846-113852	\$ 90,630.74
	Voids	113788	(\$ 135.00)
		113833	(\$ 1,118.93)
		113904	(\$ 223.25)
	<b>Total:</b>		<b>\$385,279.22</b>

Ron made a motion to approve the consent agenda; Mike seconded the motion. It passed unanimously.

**PUBLIC COMMENT:**

No public comment.

**BUSINESS AGENDA:**

**June 2017 & 2<sup>nd</sup> Quarter Financial Reports**

Katie Arnold gave an update on the June 2017 financial statement. Revenue is higher and expenditures are lower for the month of June compared to budget. Financial ratios and trends are looking positive. Gross Revenue was \$724,355 for the month of June 2017, as compared with forecasted gross revenue of \$696,722. Gross expenditures were \$629,763.38 as compared with forecasted total expenditures of \$662,405.91. Katie then reviewed the second quarter's financial statements including cash and investment balances. It was decided that Katie and Mike would present quarterly in person and they will just provide electronic reports to the commission monthly.



**Resolution No. 1091- Supporting H.R. 3144 Federal Legislation Addressing the Federal Columbia River Power System Biological Opinion**

Mike made a motion to adopt Resolution No. 1091 as presented; Ron seconded the motion. It passed unanimously.

**Q2 Strategic Plan Report**

Steve presented the 2<sup>nd</sup> quarter strategic work plan. Jack asked for more information on engineering costs vs. in house engineer.

**Review of Presentation for Union Regional Water System Public Hearing**

Steve and Kristin shared drafts of documents that they plan to use at the public hearing in Union for the Union Regional Water System Plan.

**STAFF REPORTS:**

**General Manager Report-**

Steve reviewed the situation with the BPA Potlatch substation and that they've been working with BPA and Mason PUD 3 on future options. BPA is not looking to put any more money into the substation. Tomorrow the BPA rates come out and Steve will present this to the board on August 15<sup>th</sup>. Marcus Perry from BPA will be in attendance.

**Operations Report- Darin Hall:**

Finished the Sunnyside Rd. three phase overhead project. We are brushing right now. Started an underground replacement project today in Williams Ct., which has had several faults over the years. Then they will finish Pleasant Tides replacement. In Vuecrest we rebuilt a pump house and have been doing service and meter upgrades. Orre Nobles will have a service main replacement next week. Had a pole top rescue drill at the safety meeting last week.

**Business Services Report- Kristin Masteller:**

Kristin will publish a special meeting notice that a quorum may attend the Skokomish Tribe's estuary restoration celebration and that the August 29<sup>th</sup> meeting will be cancelled.

**Legal Report- Rob Johnson:**

Will be gone for two weeks.

**Correspondence:**

None.

**Board Reports:**

**Mike Sheetz:** No report.

**Jack Janda:** No report.

**Ron Gold:** No report.



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**Adjournment:** 3:00 p.m.

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**Jack Janda, President**

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**Ron Gold, Vice President**

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**Mike Sheetz, Secretary**

