

Mason County PUD 1
Board of Commissioners Meeting
January 22, 2013

The regular meeting of the Board of Commissioners Meeting of Public Utility District No. 1 of Mason County was called to order at 1:00 p.m. on January 22, 2013 at the District Office Board Room in Potlatch.

Present

Ron Gold – President
Karl Denison- Vice President
Jack Janda – Secretary
Tracy Colard- Director of Ops- Electric
Kristin Masteller- Dir. of Employee & Public Relations
Greg Kester- District Auditor & Dir. of Finance/Customer Svc.
Rob Johnson – District Counsel
Jocelyne Gray- Director of Ops-Water

Visitors

No visitors.

Excused

Steve Taylor, General Manager

CONSENT AGENDA

By adopting the consent agenda, the following items were approved:

The minutes of the January 8, 2013 regular meeting.

Payroll warrants #105661-105667 in the amount of \$97,636.46; Accounts Payable warrants #105653-105660 in the amount of \$4,904.66 and #105668-105797 in the amount of \$174,631.28; and voided warrant #105599 (\$2,030.00) for a total vouchers amount of \$277,172.40.

Karl made a motion to approve the consent agenda as presented; Jack seconded the motion. It passed unanimously.

PUBLIC COMMENTS

No public comment.

BUSINESS AGENDA

Election of Board Officers

Jack nominated Ron Gold to serve as president for 2013 and 2014; Karl seconded the motion. It passed unanimously.

Jack nominated Karl Denison to serve as vice president for 2013 and 2014; Ron seconded the motion. It passed unanimously.

Karl nominated Jack to serve as secretary for 2013 and 2014; Ron seconded the motion. It passed unanimously.

Authorize Manager to Sign Rental Management Agreement

Karl made a motion to authorize the manager to sign the agreement with John L. Scott for rental management services. Jack seconded the motion. It passed unanimously.

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Authorize Manager to Sign OHOP Mutual Aid Agreement

Tracy stated that we have an agreement state-wide with all the PUDs in Washington but we have been asked for this new group to contract with us for mutual aid. They are close in proximity and gives us another option for assistance. Rob has a dispute resolution clause that he suggested could be added to the agreement.

Jack made a motion to authorize the manager to sign the OHOP mutual aid agreement; Karl seconded the motion. It passed unanimously.

RPA No. 88- Right of Way Survey for Bureau of Indian Affairs

Rob explained that the BIA has changed their mind about how they want the areas surveyed and that the District is not in a position to choose not to comply.

Jack made a motion to approve RPA No. 88 for the Right of Way survey for the Bureau of Indian Affairs; Karl seconded the motion. It passed unanimously.

RPA No. 89- Lease Agreement for Copiers

Greg stated that these items were budgeted in 2013 and that it works out to be a better deal to lease them than to purchase them outright. The two existing copiers are no longer functioning correctly.

Jack made a motion to approve RPA No. 89 for the lease agreements for the copiers; Karl seconded the motion. It passed unanimously.

RPA No. 90- Roof Repair for Rental Property

This is an unbudgeted item for 2013, despite the error on the RPA stating it is budgeted. The roof must be replaced on the rental property before it can be rented out.

Jack made a motion to approve RPA No. 90 for a new roof for the rental property in Union; Karl seconded the motion. It passed unanimously.

Kristin was excused from the meeting at 1:30 p.m.

November 2012 Financial Statements for Water & Electric

Greg went over the November 2012 financial statements for water and electric. Electric revenues are up and we are close to what we predicted we would be. The tiers and operating margins are slightly down, as we anticipated.

CORRESPONDENCE:

An invitation to Steve Wright's retirement reception for BPA was included. Kristin already RSVP'd for Steve, Jack and Karl. Ron will let Kristin know by the end of the week if he decides to go. The commissioners asked for Kristin to draft a letter to Steve Wright thanking him for his service.

GENERAL MANAGER'S REPORT- Steve Taylor

Steve was excused from the meeting.

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STAFF REPORTS

Tracy Colard:

Tracy reported that crews had to shut Rocky Brook off to fix some issues and it is back online now. Contractor will start clearing and grubbing of substation site next week. Bids were DLB Earthwork at \$72,000; Mark Trail at \$9,200; and Manke at \$20,000 plus tax so far.

Jocelyne Gray:

Jocelyne reported that the Canal Mutual project is progressing and getting ready for bids, hopefully by March. On 1/18 Jocelyne and Steve met with the County regarding water systems and a scenario where the County will keep the sewer service. She sat in on a webinar regarding the consumer confidence reports and we will send a postcard to make customers aware of CCR reports. On March 19th we will need to schedule a public hearing for View Ridge Heights.

Greg Kester:

Greg updated the board on the recent surplus bids process and asked for a motion to surplus the leftovers from the bidding process to "junk". Jack made a motion to authorize the District to "junk" the leftover surplus items; Karl seconded the motion. It passed unanimously.

Kristin Masteller:

Before being excused from the meeting Kristin updated the board on the iPad project. She will have Cindi set up PUD-specific email accounts and load them onto the iPads. All District business will need to be stored and communicated via the iPads and new email accounts and not through personal email accounts and personal devices. This will help ensure that the District owns its public records and is able to produce them if requested.

Rob Johnson:

No report.

Change of Meeting Dates for March:

Jack made a motion to change March's meeting dates to the 5th and the 19th (1st and 3rd Tuesdays instead of 2nd and 4th Tuesdays); Karl seconded the motion. It passed unanimously.

BOARD REPORTS/COMMENTS

Karl: Karl asked if Kristin was able to get the resolution from Franklin PUD. It had not arrived in time for the meeting. Karl asked Kristin to draft a letter to the Tri-City Chamber in support of their "Don't Buy Before Need" campaign. The board authorized Greg to sign in Steve's place as acting manager.

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Ron: Rob, Jack, Ron, Kristin, Jocelyne & Steve attended Steve Wright's presentation on the Columbia River project at PUD3 last week. The board would like to invite Marcus the new BPA representative to a board meeting.

Jack: At the WPUDA energy services meeting they discussed the excellence program and the progress that was being made.

Meeting Adjourned at 2:35 p.m.

Ron Gold, President

Karl Denison, Vice President

Jack Janda, Secretary