

**Mason County PUD 1
Board of Commissioners Regular Meeting
April 23, 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 April 23, 2013 at the District Office Board Room in Potlatch.

Present

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

Visitors

No visitors present.

Excused

Steve Taylor- General Manager

CONSENT AGENDA

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

The minutes of the April 9, 2013 regular meeting.

Payroll warrants #106103-106109 in the amount of \$ 76,189.03; Accounts Payable warrants #106094-106102 \$6,320.83 and #106110-106147 \$349,108.45; Voided warrants #105917 (\$550.62), #105931 (\$375.00), #106092 (\$1,500.00), #106039 (\$837.38) for a total vouchers amount of \$431,618.31.

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

PUBLIC COMMENTS

No public was in attendance for the business meeting. Marcus from BPA was welcomed.

BUSINESS AGENDA

WPUDA Committee Delegates

The 2012 list of WPUDA committee delegates was presented and Kristin asked if there needed to be any change made for 2013. There were no changes.

Jack made a motion to approve the list of WPUDA committee delegates as presented; Karl seconded the motion. It passed unanimously.

Approval of New Substation Name

Staff spoke with the Skokomish Tribe to get some information on the spelling and meaning behind the name t3ba'das. Staff recommends this for the name of the new substation.

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Jack made a motion to accept staff's recommendation to name the new substation the "t3ba'das Substation"; Karl seconded the motion. It passed unanimously.

Financial Strategy Presentation- Bond vs. RUS

Greg has been in contact with Key Bank to see if we wanted to keep RUS in some form or move to bonds. He gave a brief presentation of the two options with our existing debt and made a recommendation based on his calculations of the pros and cons, not to refund the debt and to stay with RUS financing at 5% and treasury rate at this time. He also recommended a future funding plan for the next work plan. Karl asked Greg to find out the details of Kittitas PUD's recent financing.

RPA No. 97- Hood Canal Intertie Construction

April 18th was the bid opening for this project, receiving three bids. Kamin Excavating had the lowest bid.

Karl made a motion to approve RPA No. 97 in the amount of \$304,223.15; Jack seconded the motion. It passed unanimously.

Authorize the Manager to Sign Agreement with MRSC Rosters

Kristin presented an agreement for PUD 1 to join MRSC Rosters. This agency will host and manage the small works and consultant rosters as well as manage all records. The fee is \$120 per year.

Jack made a motion to authorize the manager to sign the MRSC Rosters agreement, following review by the District's legal counsel; Karl seconded the motion. It passed unanimously.

February 2013 Financials for Electric

Greg reviewed the income statement and balance sheets for February 2013. We sold less power in 2013 than we did in February of 2012. We retired almost \$300,000 in debt over the last 12 months.

CORRESPONDENCE:

No correspondence.

GENERAL MANAGER'S REPORT- Steve Taylor

No report.

STAFF REPORTS

Tracy Colard:

Almost all the compaction reports on the footings for the substation have passed. Thursday we are pouring the foundations. Things are progressing nicely with the project under budget and ahead of schedule. Crew has been doing some brushing along the highway to prepare to switch the feed this fall from the old substation to the new one. Our apprentice has been moved into his fifth step and can now work primarily as a lineman with another lineman on site. He is doing very well. We are

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interviewing this week for the temporary flagger/utility helper positions. We did not get a very large pool of applicants so depending on how interviews go, we may need to re-advertise.

Jocelyne Gray:

PUD 1 won an Excellence in Communications award from AWWA on the website and social media campaign. The board needs to decide how to communicate the rate structure for the Hood Canal Intertie Project customers and flat rate to metered rate. Their base rate will likely be reduced by about a dollar. Jocelyne will probably communicate this in the CCR and Greg will check to see if we need to do a public hearing and schedule it if we do. Rob is reviewing acquisition paperwork for Holiday View Two II water system, which is a six-pack water system.

Greg Kester:

We have an employee out on FMLA so Greg will likely utilize a temporary employee on a week-to-week basis until we know if she's able to come back.

Kristin Masteller:

Will be attending a public records training at WAPRO next week in Everett and will be participating in the WPUDA public records officers workshops in May.

Rob Johnson:

Rob replied to Jack's request for information on the PPC training regarding the approval of meeting minutes. Advance payment of bills prior to commissioner approval is another topic that Rob investigated and we learned that Greg should be bonded, which will happen soon, and we will bring a resolution to a future meeting to authorize this. Kristin French will attend our next meeting while Rob is out of the office. After discussion on several public records questions, Rob suggested that Kristin Masteller provide her in-house public records training for the commissioners at the next meeting.

BOARD REPORTS/COMMENTS

Karl: Passed a resolution for state park right-of-ways through WPUDA that outlined fee schedules, which will provide some uniformity. Dave Warren at WPUDA is spearheading this. Karl handed over the WPUDA presidency to Curt Knapp last week.

Ron: Nothing to report.

Jack: WPUDA training for commissioners was very informative. Will give a talk on the 29th at KMAS on their morning talk show.

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Meeting Adjourned at 2:59 p.m.

Ron Gold, President

Karl Denison, Vice President

Jack Janda, Secretary