

Mason County PUD 1  
Board of Commissioners Special Meeting  
December 10, 2013

**Present**

Ron Gold- President  
Karl Denison- Vice President (via Phone)  
Jack Janda- Board Secretary  
Steve Taylor- General Manager  
Jocelyne Gray – Director of Ops - Water  
Greg Kester- District Auditor & Dir. of Finance/Customer Svc.  
Darin Hall- Electric Superintendent  
Rob Johnson- District Legal Counsel  
Kristin Masteller – Dir. of Employee & Public Relations

**Visitors**

None

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

**CONSENT AGENDA**

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

The minutes of the November 12, 2013 public rate hearing and regular meeting.

Accounts Payable warrants #107299-107370 \$150,702.27; Payroll warrants #107291-107298 \$84,910.21 for a total vouchers amount of \$235,612.48.

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

**Visitors**

There were no visitors present.

**BUSINESS AGENDA**

**Cancellation of December 24, 2013 Board Meeting**

Jack made a motion to cancel the regular meeting on December 24, 2013; Karl seconded the motion. It passed unanimously.

**Approval of 2014 Strategic Plan & Core Values**

Steve presented the final 2014 strategic work plan and core values.

Jack made a motion to approve the 2014 Strategic Plan and Core Values as presented; Ron seconded the motion. Karl was absent from voting. Motion carried.

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**Resolution No. 1046- Authorizing the Manager to Establish Position & Grades for Administrative Employees**

Jack made a motion to approve Resolution No. 1046 as presented; Karl seconded the motion. It passed unanimously.

**Resolution No. 1047- General Manager Compensation Adjustment 2014**

Jack made a motion to approve Resolution 1047 as presented; Karl seconded the motion. It passed unanimously.

**Change Order No. 5- Canal Mutual Improvement Project**

This item was tabled for a future meeting.

**Approval of Construction Completion for Hood Canal A&B Intertie & Canal Mutual Improvement Project**

Jocelyne requested the formal approval for completion for both construction projects so they can be closed out and the contractors can be paid.

Jack made a motion to approve the completion of the Hood Canal Intertie project by Kamin Excavation LLC for \$226,045.26 for the construction on SR 106 by Pape & Sons Construction for \$14, 520.35 for the construction on Dalby Rd.; Karl seconded the motion. It passed unanimously.

Jack made a motion to approve the completion of the Canal Mutual Water System Improvement Project with change orders by Kamin Excavation LLC for \$411,270.27; Karl seconded the motion. It passed unanimously.

**September 2013 Financials for Water & Electric**

Greg presented the financials for water and electric accounts for September and answered questions on the line items.

**RPA No. 111- Back Up Generator for Shop**

Darin stated that this item was budgeted for 2013 and that we needed to get it installed while we had dollars allocated for it. The actual cost of this item was far below the budgeted amount, thus saving tens of thousands of dollars for the District.

Jack made a motion to approve RPA No. 111 in the amount of \$ 18,950.00, plus tax; Karl seconded the motion. It passed unanimously.

**CORRESPONDENCE:**

No correspondence.

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**GENERAL MANAGER'S REPORT- Steve Taylor**

Steve reported that I would be out of the office from Dec 23<sup>rd</sup> thru the 28<sup>th</sup> and that Greg would be in-charge during that time. Steve clarified the expenditures that have occurred to date to the County's coordinated water system plan and the items that Jocelyne removed from her budget to be able to acquire this tool for her own use. The commission thanked Steve for the clarification and asked him to keep them apprised of any changes to this plan as it progresses. Steve stated that all employees participated in our annual Emergency Response Plan table top drill.

**STAFF REPORTS**

**Darin Hall:**

Darin stated that the crews have been busy doing service work and completing some brushing. Heli Dunn completed their transmission trimming this month.

**Jocelyne Gray:**

Jocelyne reported that the contractors are finishing up the punch lists for the two projects.

**Greg Kester:**

Greg had no further report.

**Kristin Masteller:**

Kristin reported that she is in the process of rewriting our emergency response plan and had a great experience at the WPUDA annual meeting.

**Rob Johnson:**

Rob stated that he enjoyed sitting in on the committee meetings at the WPUDA conference as well and that it was great to see the business from the different perspectives.

**BOARD REPORTS/COMMENTS**

**Karl:** Karl commented on how well the WPUDA annual meeting went and that he was glad that Rob and Kristin and Steve were also able to attend.

**Ron:** No report.

**Jack:**

**Meeting Adjourned at 2:43 p.m.**

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Ron Gold, President

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Karl Denison, Vice President

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Jack Janda, Secretary