



**Mason County Public Utility District No. 1**  
Board of Commissioners- Regular Meeting Minutes  
February 14, 2017 Potlatch, Washington

**Present:**

Jack Janda, President  
Ron Gold, Vice President  
Mike Sheetz, Board Secretary  
Darin Hall, Director of Operations- Electric  
Kristin Masteller, Director of Business Services  
Rob Johnson, District Legal Counsel

**Excused:**

Steven Taylor, General Manager

**Visitors:**

None in attendance.

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:**

<b>Minutes:</b>	January 24, 2017 Regular Meeting		
<b>Warrants:</b>	Accounts Payable	113044-113054	\$ 42,793.41
		113061-113139	\$188,216.94
	Payroll	113055-113060	\$ 94,730.45
	Voids	112999	(\$ 800.00)
<b>Total:</b>			<b>\$324,940.80</b>

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

**PUBLIC COMMENT:**

No public in attendance.

**BUSINESS AGENDA:**

**Presentation of 2016 Year End Strategic Work Plan**

Kristin shared the completed 2016 strategic work plan and reviewed items that the commissioners had questions on. A lot of work was accomplished in 2016 and staff has already been working on the 2017 work plan.

**STAFF REPORTS:**

**General Manager Report-**

Darin reported that Pirate's Cove water system has reached out to the PUD for possible SMA or ownership. Darin and TJ will visit the system to do an inventory and gauge the condition of the system. H



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He stated Kristin and Brandy are working on putting together information for their members on what ownership or management will look like with the PUD. Darin also gave an update on the Brown & Kysar engineering findings for the Union Regional Water System Plan and discussed future steps.

Kristin updated the commission that the 2002 Water Bond will be paid off by the end of February and that Steve plans to hold a workshop with the board to investigate what an equalized rate for base and capital surcharge would look like if it were to be spread evenly across all water systems' customers. If the board then feels like the District should move forward, we would schedule rate hearings for the public to discuss further.

Kristin also asked for a commissioner to attend the exit audit with the State Auditor's Office at 9 a.m. on the 28<sup>th</sup> of the month. Ron agreed to attend and then report back to the commission at the board meeting later that day. Jack asked for copies of any reports to be brought to the meeting and shared in advance if possible.

Kristin also asked if one of the board members would be interested in putting their name in for consideration for the Hood Canal Coordinating Council for water. Ron stated that he'd like to be considered for that opening. Kristin will complete his application to the County for consideration.

**Darin Hall, Operations Report:**

Darin reported that the water crew found two major leaks at the Lake Arrowhead water system. The electric crew is working on underground replacement up at Duckabush and will then work on underground replacement on McReavy. For safety, the last meeting was about job briefings and tailboards.

**Kristin Masteller, Business Services Report:**

Kristin followed up with Dave Owens at the Skokomish Tribe regarding the car charging station and also invited him to the EDC annual luncheon this week, per Jack's request. The company picnic is scheduled for Friday, July 14<sup>th</sup>. We will be at the PUD Day on the Hill this Thursday with WPUDA and we have done outreach to legislators regarding the Governor's capital budget that currently has water infrastructure projects for our PUD listed in it. The employees donated a basket to the Hood Canal polar plunge event. Kristin will attend the NWPPA labor and employee relations quarterly meeting Thursday and Friday this week.

**Rob Johnson, Legal Report:**

Rob and Darin are working on the Jefferson County franchise agreement. Rob has concerns about two items in the agreement: one regarding the requirement to cost share on mandatory underground and the other on free pole contacts. Rob also will work with Steve on the two Enchantment water systems that have approached the PUD for management.

**Correspondence:**

None.

**Board Reports:**



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**Mike Sheetz:** Mike enjoyed the PPC and WPAG meetings and thought they were very interesting.

**Jack Janda:** No report.

**Ron Gold:** No report.

Steve Taylor called in to the meeting to check in with the board. He will be back in the office on Wednesday.

**Adjournment:** 2:20 p.m.

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**Jack Janda, President**

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**Ron Gold, Vice President**

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**Mike Sheetz, Secretary**