



**Mason County Public Utility District No. 1**  
Board of Commissioners- Regular Meeting Minutes  
April 11, 2017 Potlatch, Washington

**Present:**

Jack Janda, President  
Ron Gold, Vice President  
Mike Sheetz, Board Secretary  
Steven Taylor, General Manager  
Kristin Masteller, Director of Business Services  
Rob Johnson, District Legal Counsel

**Excused:**

Darin Hall, Director of Operations- Electric

**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>	March 28, 2017 Regular Meeting		
<b>Warrants:</b>	Accounts Payable	113336-113342	\$ 1,065.33
		113350-113418	\$158,787.34
	Payroll	113343-113349	\$ 96,808.37
<b>Total:</b>			<b>\$ 256,661.04</b>

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

**PUBLIC COMMENT:**

No public in attendance.

**BUSINESS AGENDA:**

**Resolution No. 1089- Limiting Participation in the Renewable Energy System Cost Recovery Program (Solar Incentive Program)**

The board needs to take a position to either limit participation in the incentive program to avoid our cap set by the State, or to prorate the incentive based on the number of participants. There is a state mandate that we allow net metering up to 0.05% of our power sales in 1996, which is about 109.95 kilowatts. We have already reached that and will be looking at options on what to do with more distributed energy coming onto our system. The policy committee recommends that we halt participation in the incentive program to ensure that the customers that have already invested into the solar projects expecting the full incentive, are still able to receive the full amount. We do not want to limit the incentive to our community solar participants either.



Mike made a motion to approve Resolution No. 1089 as presented; Ron seconded the motion. It passed unanimously.

**Revision to AP No. 1001- Accident Prevention Policy**

Darin and Kristin added the new WACs to the areas in the policy that needed to be updated and incorporated Rob's edits. The policy has now been updated to meet state L&I standards.

Ron made a motion to authorize the revisions to AP No. 1001; Mike seconded the motion. It passed unanimously.

**Revisions to Employee Handbook Policy No. 512- Travel Policy (Per Diem)**

The policy committee made recommendations to simplify the per diem section of the travel policy to a flat amount for meals and incidental expenses that still align with the amounts listed in the federal GSA guidelines.

Mike made a motion to authorize the revisions to Policy No. 512- Travel Policy; Ron seconded the motion. It passed unanimously.

**STAFF REPORTS:**

**General Manager Report-**

Steve shared an update on the work that Brown & Kysar, Inc. (BKI) has been performing for the District on facilities, water and electric engineering. He then gave an update of the progress on the 1<sup>st</sup> quarter strategic plan accomplishments.

**Operations Report- Darin Hall:**

Kristin reported that the electric crew has been brushing Sunnyside Road to get ready to restring the line there. Darin, Roy, Rich and Mike Rose are at NWPPA's E&O Conference this week in Nevada.

The water crew has been busy doing service work. They had an overnight water outage in Hoodspout to replace a failing valve. They've had a lot of emergency leak repairs this last month including Bahama Drive in Pirate's Cove where the hillside is sliding and causing breaks in our line. We're working with the customers there to reach out to Mason County for assistance in stabilizing the hillside. The customer there will likely file a claim due to property damage, even though it is an act of nature and we've done our best to repair her driveway each time.

**Business Services Report- Kristin Masteller:**

Finance and customer service have been busy setting up the new water systems and working through the billing set up process to make sure their statements are correct. Kristin is meeting this week with the EDC board and also with the Mason County Emergency Management team. The Hazard Mitigation team meets at the end of the week. Kristin is also attending WPUDA's departmental roundtables at the end of the month. We plan to participate in the Brinnon VFW parade next Friday.



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**Legal Report- Rob Johnson:**

No report.

**Correspondence:**

No correspondence.

**Board Reports:**

**Mike Sheetz:** Mike was invited to the Hood Canal Improvement Club in May. Steve will attend with him.

**Jack Janda:** Jack attended PPC.

**Ron Gold:** Ron attended PPC and discussed the bi-op decision about federal dam spill. Ron has been appointed to the citizen advisory board for the Hood Canal Advisory Council and will attend a meeting on the 18<sup>th</sup> with them.

**Adjournment:** 2:21 p.m.

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**Jack Janda, President**

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**Ron Gold, Vice President**

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**Mike Sheetz, Secretary**