



**Mason County Public Utility District No. 1**  
Board of Commissioners Regular Meeting Minutes  
June 27, 2017 Potlatch, Washington

**Present:**

Jack Janda, President  
Mike Sheetz, Board Secretary  
Steven Taylor, General Manager  
Rob Johnson, District Legal Counsel  
Darin Hall, Director of Operations  
Kristin Masteller, Director of Business Services  
Mike Wittenberg, District Auditor

**Excused:**

Ron Gold, Vice President

**Visitors:**

None

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>	June 13, 2017 Board Workshop & Regular Meeting		
<b>Warrants:</b>	Accounts Payable	113692-113718	\$113,286.98
		113727-113766	\$241,384.77
	Payroll	113719-113726	\$ 89,465.38
	Voids	113562	(\$ 516.93)
		113676	(\$ 526.39)
	<b>Total:</b>		<b>\$443,093.81</b>

Mike made a motion to approve the consent agenda; Jack seconded the motion. Ron was absent from voting. Motion carried.

**PUBLIC COMMENT:**

No public comment.

**BUSINESS AGENDA:**

**May 2017 Financial Report**

Mike Wittenberg gave a summary of the May financials. Gross revenue was \$768,752.29 for the month of May 2017. Gross expenditures were \$660,096.62. Both are a little off budget but this is due to the timing of budgeted activities last year. Our assets to liabilities has strengthened over 2016 and our debt to equity has decreased, strengthening our financial position.

**Claim for Damages- Stearns**

This claim was turned over to Federated for review. We have asked them to defend the claim.



**STAFF REPORTS:**

**General Manager Report-**

Steve attended APPA annual conference in Florida last week on behalf of NWPPA. The APPA resolutions were passed. Steve met with Key Bank and Piper Jaffray to discuss bonding and the line of credit with Key Bank.

**Operations Report- Darin Hall:**

Evaluating leak mitigation at Pirate's Cove. Have been finding leaks with the dry weather. Electric crew has been doing some brushing but mainly working on the Sunnyside Road. Had fire extinguisher training this month and no reportable accidents.

**Business Services Report- Kristin Masteller:**

Teresa attended a front counter safety and workplace violence class. The Union Regional Water System public hearing has been scheduled for August 1<sup>st</sup> from 6-8 pm. Kristin finished the WPUA sourcebook with Brandy and Katie and submitted it. Kristin will attend the Port of Hoodspert meeting tomorrow to discuss the EV grant application that wasn't funded this time around. APPA will do a cyber security assessment on site next Thursday with HCC and the consulting firm of Burns & MacDonald.

**Legal Report- Rob Johnson:**

Rob attended the PUD attorney conference in Chelan this month. Judgement on the pole contacts has been delayed until fall. One of the big issues is around the new minimum wage laws and leave requirements by L&I. Rob is working on a policy with PUD 3 on this issue.

**Correspondence:**

None.

**Board Reports:**

**Mike Sheetz:** Attended the WPAG meeting and discussed the highlights from that presentation.

**Jack Janda:** Attended the PPC meeting.

**Ron Gold:** No report.

**Adjournment:** 2:38 p.m.

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**Jack Janda, President**

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**Ron Gold, Vice President**

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**Mike Sheetz, Secretary**