

Mason County PUD 1  
Board of Commissioners Meeting  
May 31, 2011

The special Board of Commissioners Meeting of Public Utility District No. 1 of Mason County was called to order at 1:00 p.m. on May 31, 2011 at the District Office Board Room in Potlatch.

**Present**

Ron Gold – President  
Jack Janda – Vice-President  
Karl Denison – Secretary  
Steven N. Taylor – General Manager  
Rob Johnson – District Counsel  
Tracy Colard – Director of Operations-Electric  
Jocelyne Gray- Director of Operations-Water  
Kristin Masteller-Exec. Assistant/HR/ Communications  
Greg Kester - Auditor/Dir. of Finance/Customer Service

**Visitors**

No visitors attended.

**CONSENT AGENDA**

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

The minutes of May 10, 2011 regular meeting;

Payroll vouchers 102721-102728 in the amount of \$72,275.22; Accounts payable vouchers 102713-102720 in the amount of \$9,763.17 and 102729-102793 in the amount of \$513,606.79; and voided warrants 102698 (\$27.00); 102286 (\$18.43); 101797 (\$201.80); 99951 (\$7.96) and 101703 (\$52.63). Jack made a motion to approve the consent agenda as presented; Karl seconded the motion. It passed unanimously.

**PUBLIC COMMENTS**

There were no comments from the public.

**BUSINESS AGENDA**

**Residential Exchange Settlement:**

Greg gave an overview of the WPAG meeting he attended regarding the residential exchange settlement. A discussion followed on whether or not the commissioners would sign the agreement; no action was taken.

**RPA Alderbrook Well Houses Upgrade**

Jocelyne stated that the Alderbrook concrete buildings have old garage doors that are deteriorating. The doors need to be fixed to secure the building and water. Karl made a motion to approve the RPA for the Alderbrook Well Houses Upgrade; Jack seconded the motion. It passed unanimously.

Mason County PUD 1  
Board of Commissioners Meeting  
May 31, 2011

**RPA Bayshore Well House Upgrade**

Jocelyne stated that during the last sanitary survey, the county required that the artesian well be capped. The small maintenance items on the RPA will get the cap installed. Jack made a motion to approve the RPA for the Bayshore Well House Upgrade; Karl seconded the motion. It passed unanimously.

**RPA Union Ridge Booster Pump Upgrade**

Jocelyne stated that the Union Ridge booster pump is inside the reservoir and every time it has to be repaired we have to disinfect a person to go inside to do maintenance and then disinfect the entire system. This upgrade will add a booster pump outside of the reservoir. Karl asked that Jocelyne wire a protector to protect the booster pump. Jocelyne will see how much that will cost and bring the RPA back to the next meeting.

- |   |
|---|
| <ul style="list-style-type: none"><li>• <i>Jocelyne will get an estimate for the Union Ridge protector for the booster pump and add the RPA to the next meeting's agenda.</i></li></ul> |
|---|

**Memorandum of Understanding (MOU) w/ Mason County & Jefferson PUD for Groundwater Monitoring**

Jocelyne presented a draft MOU for groundwater monitoring for the next two years. Under the agreement, the PUD's will donate the manpower and travel expenses in exchange for the use of the equipment to perform these tests on the water systems. The PUDs will receive approximately \$20,000 in testing equipment out of this agreement for their uses. After brief feedback, it was decided that Jocelyne will have a paragraph created that will outline the equipment list before the MOU is signed.

- |  |
|--|
| <ul style="list-style-type: none"><li>• <i>Jocelyne will work to revise the MOU to include language about the list of the equipment and where it will be housed and submit it to Rob for review. She will add it to the next meeting's agenda.</i></li></ul> |
|--|

**Policy No. 325 "Bereavement"**

Steve presented the commissioners with a draft policy that outlines the district's policy on recognizing bereavement leave and the guidelines for taking leave under bereavement circumstances. Karl made a motion to adopt policy number 325 "Bereavement"; Jack seconded the motion. It passed unanimously.

Mason County PUD 1  
Board of Commissioners Meeting  
May 31, 2011

**CORRESPONDENCE:**

A copy of the final "Commissioner to Commissioner" letter was given to the board for their records.

- ***Steve will send out the new letter to the commissioners for their review and consideration.***

**STAFF REPORTS**

**Tracy Colard:**

Tracy submitted an overview of the PUD 1 safety program for the commissioners' review. He stated that WISHA has been periodically inspecting crews, four to five times a year and they have not had a finding yet since Tracy has been here. Sometimes they'll make recommendations, but there have been no citations or warnings. The commissioners expressed that they do not need all the details from the safety meetings; they want to keep that forum open and safe for employees to report and discuss. Any serious incidents will be captured in the safety meeting minutes and reported. Ron reiterated that if the crews need any additional safety equipment items to let the board know so it can be budgeted for. Tracy also reported that new safety rain gear has been ordered for the crews.

- ***Steve will work with Tracy on scheduling a field trip day for the commissioners to observe the crews on a job site and other pertinent projects that are underway at that time.***

**Jocelyne Gray:**

Jocelyne reported that the public works trust loan has been approved and money will be coming in to start engineering design that will tie together Hood Canal A&B between 2012 and 2013. This was noted as a topic of interest for the fall newsletter.

Jocelyne discussed the possibility of ceasing chlorination at Canal Mutual with DOH. It looks like we will have to maintain the chlorination. EPA said that any well that has ever had e-coli or fecal coliform will have to keep it chlorinated and they are trying to make this a law.

- ***Jocelyne and Jack will research the possibility of training a volunteer at Canal Mutual to test the system daily.***

**Kristin Masteller:**

Kristin reported that the newsletter will be ready to send out in June. She gave an overview of the WPUDA WIN meeting that she and Karl attended in SeaTac.

Mason County PUD 1  
Board of Commissioners Meeting  
May 31, 2011

**Greg Kester:**

Greg presented the balance sheets and income statements for March 2011, noting that cash looks stable for electric and that water is experiencing slow sales due to the weather.  
WPAG

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

Steve reported that he is working on a forest practices permit to clear timber off a piece of District property. There are two permits that will eventually need to be obtained to harvest the timber. The commission's opinion was that both permits should be sought up front and they advised Steve to proceed.

Steve also gave a short report on the solar project, in response to Jack's previous request for more information on the project.

A draft form of the employee recognition policy was shown to the commissioners.

**BOARD REPORTS/COMMENTS**

Karl stated that there is a crack in the turbine blades and an abnormal amount of wear, which is unprecedented. Energy Northwest will be checking into it and writing letter from PRB to BPA on the cracked cannons. The environmental report has done too much.

Ron stated that Grant PUD's rates are 1.6 cents/kWh.

No executive session followed.

**Meeting Adjourned at 3:50 p.m.**

---

Ron Gold - President

---

Jack Janda - Vice President

---

Karl Denison –Secretary