



**Mason County Public Utility District No. 1**  
Board of Commissioners- Regular Meeting Minutes  
January 10, 2017 Potlatch, Washington

**Present:**

Jack Janda, President  
Ron Gold, Vice President  
Steven Taylor, General Manager  
Kristin Masteller, Director of Business Services  
Darin Hall, Director of Operations- Electric

**Excused:**

Mike Sheetz, Board Secretary  
Rob Johnson, District Legal Counsel

**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:**

**Minutes:** December 13, 2016 Regular Meeting

|                  |                  |               |                      |
|------------------|------------------|---------------|----------------------|
| <b>Warrants:</b> | Accounts Payable | 112837        | \$ 80.00             |
|                  |                  | 112848-112903 | \$ 388,621.86        |
|                  |                  | 112910-112969 | \$ 103,751.70        |
|                  | Payroll          | 112838-112847 | \$ 95,220.52         |
|                  |                  | 112904-112909 | \$ 90,775.84         |
|                  | Voids            | 112674        | (\$ 80.00)           |
|                  |                  | 112815        | (\$ 319.91)          |
|                  |                  | 112900        | (\$ 710.90)          |
| <b>Total:</b>    |                  |               | <b>\$ 677,339.11</b> |

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

**PUBLIC COMMENT:**

No public in attendance.

**BUSINESS AGENDA:**

**Marcus Perry, Bonneville Power Administration**

Removed from agenda. Will be rescheduled.

**Establish Board Officer Positions**

Ron made a motion for the following board officer positions for 2017-2018: Jack will serve as president, Ron as Vice President, and Mike as Secretary; Jack seconded the motion. Mike was absent from voting. Motion carried.



**Association Committee/Voting Delegates for 2017**

2017 Association Committee Delegates

| <b>WPUDA COMMITTEES</b> | <b>PRIMARY</b>    | <b>ALTERNATE</b>  | <b>2ND ALTERNATE (optional)</b> |
|-------------------------|-------------------|-------------------|---------------------------------|
| Board of Directors      | Jack Janda        | Ron Gold          | Mike Sheetz                     |
| Managers                | Steve Taylor      | Kristin Masteller | Darin Hall                      |
| Government Relations    | Jack Janda        | Kristin Masteller | Ron Gold                        |
| Communications          | Kristin Masteller | Steve Taylor      | Mike Sheetz                     |
| Energy                  | Jack Janda        | Steve Taylor      | Ron Gold                        |
| Telecom                 | n/a               |                   |                                 |
| Water                   | Steve Taylor      | Mike Sheetz       | Ron Gold                        |
| <b>WPAG</b>             | Steve Taylor      | Ron Gold          | Mike Sheetz                     |

|            |              |          |             |
|------------|--------------|----------|-------------|
| <b>PPC</b> | Steve Taylor | Ron Gold | Mike Sheetz |
|------------|--------------|----------|-------------|

|             |          |             |            |
|-------------|----------|-------------|------------|
| <b>APPA</b> | Ron Gold | Mike Sheetz | Jack Janda |
|-------------|----------|-------------|------------|

|            |            |               |              |
|------------|------------|---------------|--------------|
| <b>ENW</b> | Jack Janda | Ron Gold- PRB | Steve Taylor |
|------------|------------|---------------|--------------|

|              |                                    |                   |
|--------------|------------------------------------|-------------------|
| <b>NWPPA</b> | Steve Taylor, Board Member         | Kristin Masteller |
|              | Kristin Masteller, Gov't Relations | Jack Janda        |

Ron made a motion to approve the 2017 delegates as proposed; Jack seconded the motion. Mike was absent from voting. Motion carried.

**Resolution No. 1085- Sole Source for Itron Meters**

Ron made a motion to approve Resolution No. 1085 as presented; Jack seconded the motion. Mike was absent from voting. Motion carried.

**Resolution No. 1086- Sole Source for Okonite Cable**

Ron made a motion to approve Resolution No. 1086 as presented; Jack seconded the motion. Mike was absent from voting. Motion carried.

**NWPPA Award Nominations**

Jack asked Kristin to work on a PUD 1 nomination for the NWPPA awards. He stated he will start the process and turn it over to Kristin for submission prior to the deadline.



**Authorize the Manager to Sign Extension to Water/Wastewater Agreement with Green Diamond**

Green Diamond has hired the former head of Department of Ecology to discuss water rights transfers and they have submitted a letter requesting a renewal of the two-year contract for October 2017.

Ron made a motion to authorize the manager to sign the agreement extension; Jack seconded the motion. Mike was absent from voting. Motion carried.

**Add Mason PUD 1 as a Signor to Support NWPPA's Municipal Bonds Letter**

Steve presented a proposed letter from NWPPA's government relations group regarding the support of tax free municipal bonds. NWPPA is asking members to sign onto the letter.

Ron made a motion to approve adding Mason PUD 1 to the letter; Jack seconded the motion. Mike was absent from voting. Motion carried.

**STAFF REPORTS:**

**Steven Taylor, General Manager's Report:**

Steve and Darin met with BPA and Mason PUD 3 regarding the Potlatch substation and the need to make substantial improvements to ensure its reliability. Steve also updated the board on where the PUD is with the easement and BIA process. Steve asked the board who would like to attend the NWPPA annual meeting. Jack is not attending. Steve and Ron will attend and possibly Kristin and Mike.

**Darin Hall, Operations Report:**

Road restrictions are in place limiting what the crews can do now. We have had minimal outages in Duckabush area. Upper end rebuild and brushing have really helped. Water department has been fixing several smaller leaks due to freezing temperatures. We had one accident due to slipping on ice. 1<sup>st</sup> Aid/CPR Class will be on Thursday, March 16<sup>th</sup> at 1:00 p.m.

**Kristin Masteller, Business Services Report:**

Kristin gave an update on the grant applications for an EV Charger at the Port of Hoodspout. Working on audits and cleaning up the accounting. Katie and Mike will bring new financial reports at the next meeting.

**Rob Johnson, Legal Report:**

No report.

**Correspondence:**

An email from John Kounts from WPUDA was shared about a wastewater meeting.

**Board Reports:**

**Mike Sheetz:** No report.

**Jack Janda:** Jack commented on PPC, including a report on BPA's safety initiatives to reduce L&I injuries.



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**Ron Gold:** Ron gave an update on the PPC meetings including BPA's risk management and asset management.

**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**