



**Mason County Public Utility District No. 1**  
Board of Commissioners Regular Meeting Minutes  
January 23, 2018 Potlatch, Washington

**Present:**

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

**Excused:**

Darin Hall, Director of Operations

Rob Johnson, Legal Counsel

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 9, 2018 Regular Meeting		
<b>Warrants:</b>	Accounts Payable	114831-114833	\$ 26,825.48
		114840-114891	\$467,730.54
	Payroll	114834-114839	\$ 90,733.49
	Voids	114222	(\$ 1,483.49)
		114376	(\$ 22.29)
<b>Total:</b>			<b>\$583,783.73</b>

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

**PUBLIC COMMENT:**

No visitors.

**BUSINESS AGENDA:**

**Legislative Update**

Steve gave the board an update on new water regulations for the Foster and Hirst decisions and a discussion ensued on exempt well permitting. Jack also asked if Steve could come put with some information on the potential impact of I-937 requirements if the PUD is included. Kristin is reaching out to BPA for data on that subject.

**PUD Day on the Hill Update**

Kristin gave an update on the PUD 1 booth at the capitol in February for the WPUDA PUD Day on the Hill Event.

**Authorize the Manager to Purchase Regulators & Switches for the Union Substation**

Mike made a motion to authorize the Manager to purchase the regulators and switches for the Union Substation in the amount of \$72,898.46 including tax; Ron seconded the motion. It passed unanimously.



**Award Bid for Duckabush Power Transformer to Specialty Engineering**

Mike made a motion to award the bid for the Power Transformer to Specialty Engineering in the amount of \$188,900 before tax; Ron seconded the motion. It passed unanimously.

**STAFF REPORTS:**

**General Manager Report-** Steve reported that he is continuing to monitor BKI projects and the costs for those. He asked Erik Kysar from BKI to do a presentation to the board at the next meeting. BPA and the FCS Group will also be presenting. Jack asked to move the meeting to the 20<sup>th</sup> due to a scheduling conflict. It was decided to move the meeting to the 20<sup>th</sup>. The FCS Group will present on the cost of service analysis at 10:00 a.m. and then at 1:00 p.m. BKI and BPA will do their presentations. Mike Wittenberg will also be on hand to do the 2017 year-end financial report.

**Operations Report- Darin Hall:**

No report.

**Business Services Report- Kristin Masteller:**

The state auditor's office is almost complete with the audit. The answering service will switch over to Cooperative Response Center on the 31<sup>st</sup>.

**Legal Report- Rob Johnson:**

Rob is working with Tim Sheldon on an easement for the road and gate area on the new property.

**Correspondence:**

No additional info.

**Board Reports:**

**Mike Sheetz:** No report.

**Jack Janda:** No report.

**Ron Gold:** No report.

At 2:00 Jack called an executive session under RCW 42.30.110(g) to evaluate the performance of a public employee. He stated the session would last five minutes. At 2:05 p.m., the executive session closed and Jack reconvened the regular session.

Ron made a motion to approve the Manager's five-year employment agreement; Mike approved the motion. It passed unanimously.

**Adjournment:** 2:10 p.m.