

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY
MINUTES OF THE REGULAR WEEKLY MEETING OF
THE BOARD OF COMMISSIONERS
February 28, 2011

The regular weekly meeting of the Board of Commissioners of Public Utility District No. 1 of Clallam County was held at the Port Angeles Office, 2431 East Highway 101, on the above date commencing at 1:30 p.m.

Commissioners Present: Hugh E. Simpson, Jr., President; W.E. Purser, Vice President; Hugh Haffner, Secretary

Staff Present: Doug Nass, General Manager; Joshua Bunch, Treasurer Controller; David Papandrew, District Auditor; Nicole Clark, Executive Assistant; Mike Howe, Executive Communications Coordinator; Fred Mitchell, Power Supply & Utility Services Manager; Quimby Moon, Transmission and Substation Systems Manager; Mike Kitz, Water & Wastewater Systems Superintendent; Tom Martin, Water & Wastewater Systems Assistant Superintendent; Larry Morris, Support Services & Safety Manager

Others Present: Teri Martin

On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved the minutes of the February 14, 2011 regular meeting.

On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved the minutes of the February 15, 2011 work session.

Support Services and Safety Manager Larry Morris reported on the United Way awards dinner that recognized the prior year's campaign contributors. The PUD was recognized for outstanding contributions.

Upon recommendation of staff, and on motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved the prequalifications of contractors on the list dated February 28, 2011.

Upon recommendation of staff, and on motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission authorized the General Manager to sign the necessary documents to execute the Drinking Water State Revolving Loan Fund contract between the District and the Public Works Board for the Fairview Water Supply project, in the loan amount of \$2,068,000.00.

General Manager Doug Nass reviewed correspondence and communication items. There is a BPA Residential Exchange workshop being held at the PA City Council chambers on March 23.

Two lists of claim vouchers as certified by the General Manager and District Auditor were considered. On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved payment of claim vouchers in the revised amount of \$3,045,562.94 for February 22, 2011. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved payment of claim vouchers in the amount of \$287,984.30 for February 28, 2011. There were 99 conservation rebates totaling \$56,077.60 for the two week period.

Commissioner Haffner reported that he attended the WPUDA committee meetings. He also attended the United Way awards dinner and visited the KONP Home Show.

Commissioner Purser reported that he attended the Clallam Economic Development Council Board meeting and Sequim Chamber of Commerce Citizen of the Year luncheon. Commissioner Purser also attended the Energy Northwest Executive Board Meeting in Olympia. Commissioner Simpson reported that he participated in a WPUDA Board of Directors conference call.

Executive Communications Coordinator Mike Howe reported on recent District communications activities. The Commissioners viewed the first YouTube video that was recorded on the subject of conservation. These "Conservation Conversation" videos are accessible via the PUD website as well as on YouTube. The PUD now has accounts with Twitter and Facebook, and conservation messages are going out via such formats as movie screen ads and the digital editions of local news media. Mr. Howe is appearing regularly on local news radio programs with District employees, sharing PUD topics of interest. This past weekend was the KONP Home Show and the Sequim Building EXPO is coming up on March 12 and 13. Commissioner Purser commented that he has had positive feedback on the increase in communication that the District has been producing.

Treasurer Controller Bunch presented the Treasurer's Report for January 2011. Interest for the month totaled \$9,379.19; cash totaled \$19,213,049.29; and the total amount invested was \$14,175,600.48.

Water and Wastewater Systems Superintendent Mike Kitz showed a report that demonstrated the use of the Water Department SCADA system in tracking the system trends which help to detect any issues.

The regular meeting recessed at 3:10 p.m. to go into executive session for the purpose of discussing the selection or acquisition of real estate. The executive session adjourned at 4:29 p.m., and the regular meeting reconvened at that time.

Attendance at meetings was confirmed and approved.

There being no further business to come before the Commission, the meeting adjourned at 4:30 p.m. to meet again, Monday, March 7, 2011, at 1:30 p.m. in the Port Angeles office.