

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY  
MINUTES OF THE REGULAR WEEKLY MEETING OF  
THE BOARD OF COMMISSIONERS  
January 9, 2012

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; Dennis Shaw, General Superintendent; Michael Howe, Executive Communications Coordinator; Larry Morris, Support Services & Safety Manager; Neil Herring, Engineering Services Coordinator

Others Present: Cindy Kelly

On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved the minutes of the December 19, 2011 regular meeting.

Upon recommendation of staff, and on motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission authorized staff to call for bids for one 2012 Freightliner truck, model M2106MD cab chassis, in accordance with the proposal details. (Bid # 120801)

Upon recommendation of staff, and on motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved, and authorized the General Manager to sign, Change Order #3 to Contract #100815 with Asplundh Tree Expert Company, increasing the contract amount by \$62,149.92 to a total of \$590,361.12 not including WSST.

Upon recommendation of staff, and on motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission authorized the General Manager to enter into a Maintenance and Service Agreement with American Tower Corporation for the District to construct a power line and provide power and routine operation and maintenance of the line to American Tower Corporation's cell tower site. (Agreement #120401)

On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission authorized the General Manager to sign a Letter of Commitment to the Peninsula Development District.

On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission authorized the General Manager to sign the 2012 EDC Partner Contract.

On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission adopted Resolution 1961-12, freezing the General Manager's salary for 2012 and establishing the terms of the General Manager's employment.

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 January 9, 2012 for inclusion on the Small Works Roster.

Correspondence and communications items were reviewed. On motion of Commissioner Simpson, seconded by Commissioner Haffner and carried, the Commission approved and signed a letter to the city of Sequim, concurring with the County in declining the proposal to use the City of Sequim's sewer system to serve the Carlsborg UGA.

A work session on the Carlsborg Wastewater Treatment and Water Reuse Project was scheduled for Wednesday, January 18 from 9:00 a.m. until noon.

Three 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 amount of \$2,668,295.09 for December 27, 2011. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved payment of claim vouchers in the amount of \$66,091.41 for January 3, 2012. On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved payment of claim vouchers in the amount of \$135,458.75 for January 9, 2012. There were 117 conservation rebates totaling \$75,640.33 for the three week period.

Commissioner Purser reported that he attended a meeting on Kitsap County's surface and stormwater management program.

Treasurer-Controller Joshua Bunch reported on a pole attachment billing issue with a company that is in arrears. After a 30 day letter deadline date passed, the CEO offered to pay ten percent of the balance due and establish a payment plan for the balance. The deadline to receive that payment has also passed and the next step would be to issue a service order to disconnect the attachments which would require an outage to approximately 100 customers. If the District removes the equipment, the company would be billed, which is also a concern as to their ability to pay. Commissioner Haffner asked that staff check with the District attorney regarding disconnection of a telecommunications organization.

Mr. Bunch reported on another company that had an incident where there was an outage, the cause of which was thought to be negligent driving by one of their drivers. The negligent driving charges were dropped in court due to lack of evidence. In the interest of settling the invoice that the District issued, the company owner proposed payment of thirty percent of the invoice with no assumption of fault. The Commissioners agreed that due to the amount of the invoice that accepting 30 percent was acceptable compared to the cost of pursuing payment in court.

The regular meeting recessed at 3:17 p.m. to go into executive session to discuss the performance of a public employee, pursuant to RCW 42.30.110(1)(g). Those in attendance were Commissioner Simpson, Commissioner Purser, Commissioner Haffner, General Manager Doug Nass, and General Superintendent Dennis Shaw. The executive session adjourned at 3:49 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 3:50 p.m. to meet again, Monday, January 16, 2012, at 1:30 p.m. in the Port Angeles office.