

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY
MINUTES OF THE REGULAR WEEKLY MEETING OF
THE BOARD OF COMMISSIONERS
October 25, 2010

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

Staff Present: Doug Nass, General Manager; Joshua Bunch, Treasurer Controller; David Papandrew, District Auditor; Nicole Clark, Executive Assistant; Mike Howe, Executive Communications Coordinator; Mike Kitz, Water & Wastewater Systems Superintendent; Tom Martin, Water & Wastewater Systems Assistant Superintendent; Fred Mitchell, Power Supply & Utility Services Manager; Charlie McCaughan, Materials Superintendent; Dennis Shaw, General Superintendent

Others Present: Cindy Kelly; Linda Wyman

On motion of Commissioner Simpson, seconded by Commissioner Haffner and carried, the Commission approved the minutes of the October 18, 2010 regular meeting.

Upon recommendation of staff, and on motion of Commissioner Haffner, seconded by Commissioner Simpson and carried, the Commission adopted Resolution 1931-10, approving a Water System Plan and Water Use Efficiency Program as the Comprehensive Planning Documents for Water Systems.

Water & Wastewater Systems Assistant Superintendent Tom Martin provided an update on the Carlsborg sewer project. A packet of advisory petitions was received, requesting the District and County move forward with the Conditional LUD process. District staff is processing the advisory petitions to verify signatures and determine the percentage of land owners within the proposed LUD that have signed the petitions. If ten percent of the land owners signed the petition, then the District will schedule a workshop, followed by a formation hearing. Mr. Martin is also working on a response to a letter that was received, opposing the project and asking for answers to 40 different questions from the County and PUD. Mr. Martin will be responding to those questions that fall under the District's responsibility in the project.

Upon recommendation of staff, and on motion of Commissioner Haffner, seconded by Commissioner Simpson and carried, the Commission adopted Resolution 1930-10 establishing the Electric System Rate Schedules.

Upon recommendation of staff, and on motion of Commissioner Simpson, seconded by Commissioner Haffner and carried, the Commission approved removal of delinquent accounts in the amount of \$8,129.85 from the active accounts receivable, including a collection fee of \$1,505.09.

Correspondence and communication items were reviewed. The schedule of meetings for the remainder of the calendar year was established. The meetings of November 1 and 8 were canceled due to a lack of quorum. The meetings of December 27 and January 3 were cancelled due to holiday schedules. There will be budget work sessions on November 15 at 11:00 a.m. and November 22 at 9:00 a.m. at the PA Main office.

A list of claim vouchers as certified by the General Manager and District Auditor were considered. On motion of Commissioner Simpson, seconded by Commissioner Haffner and carried, the Commission approved payment of claim vouchers in the amount of \$1,726,414.34 for October 5, 2010. There were 91 conservation rebates totaling \$36,154.83.

Commissioner Simpson reported that he attended the Port Angeles Business Association meeting.

Commissioner Purser reported that he has been following up on contact he has had from customers concerned about the Carlsborg Sewer Project.

Materials Superintendent Charlie McCaughan presented the results of the annual inventory. The Central Warehouse annual inventory went very well with a less than 1 percent variance. Auto shop inventory was conducted at the same time, and it also had a less than 1 percent variance. Reorganization of the auto shop helped to greatly improve the process. Next month the water shop inventory will be conducted.

Attendance at meetings was confirmed and approved.

There being no further business to come before the Commission, the meeting adjourned at 2:39 p.m. to meet again, Monday, November 15, 2010, at 1:30 p.m. in the Port Angeles office.