

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY
MINUTES OF THE REGULAR WEEKLY MEETING OF
THE BOARD OF COMMISSIONERS
JULY 9, 2007

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 were: Hugh E. Simpson, Jr., Vice President, and W.E. Purser, Secretary. Commissioner Haffner was excused.

Staff present were: Doug Nass, General Manager; Ken Foster, District Auditor; Joshua Bunch, Treasurer Controller; Dennis Shaw, Support Services Manager; Quimby Moon, Transmission, Substation & SCADA Systems Manager; Steve Schopfer, Information Technology Manager; Fred Mitchell, Power Supply and Utility Services Manager; Judi Chapman, Human Resources Manager; Tom Martin, Water and Wastewater Systems Assistant Superintendent; Arne Traceski, Utility Services Adviser; and Carol Biss, Executive Assistant.

Others present were: Brian Gawley, Cindy Kelly, and Teri Martin.

On motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission approved the minutes of the July 2, 2007 regular weekly meeting as submitted.

The Commissioners welcomed Arne Traceski who began work at the District as a Utility Services Adviser.

Information Technology Manager Schopfer reviewed proposed contracts for consulting and software for a new outage management system for the District. Upon recommendation of staff and on motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission authorized the General Manager to sign an agreement with Environmental Systems Research Institute, Inc. for Geographic Information System software in the amount of \$13,370. Upon recommendation of staff and on motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission authorized the General Manager to sign agreements with Telvent, Miner and Miner for ArcGIS conversion and Responder and Feeder Management software in the amount of \$162,717. Upon recommendation of staff and on motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission authorized the General Manager to sign an agreement with Twenty First Century for Interactive Voice Recognition system software for call handling in the amount of \$25,000.

Mr. Schopfer reviewed a proposed Communications Allowance Policy, which would provide a monthly communications allowance to approved employees and elected officials. The policy would eliminate the need to maintain employee individual accounts and equipment. Upon recommendation of staff and on motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission adopted Resolution 1841-07 establishing the payment of a monthly communications allowance to approved District employees and elected officials.

Upon motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission awarded a contract to Wilson Construction Company in the amount of \$856,284 plus Washington State sales tax for line crew and equipment to rebuild existing electrical transmission lines with distribution underbuild in the Sappho, Sekiu and Clallam Bay areas. (Bid Number 070803)

Water and Wastewater Systems Assistant Superintendent Martin reviewed a proposal for additional work on the Sewer Feasibility Study. Upon recommendation of staff and on motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission authorized the General Manager to sign Change Order No. 1 to the contract with BHC Consultants for a maximum of \$10,000 for additional work on the Sewer Feasibility Study for the Carlsborg UGA. The County will reimburse the District \$5,000 for the contract change order. Mr. Martin said that a public meeting is scheduled for August 13. He also presented a schedule for remaining activities for the Feasibility Study and a reclaimed water grant application.

A list of claim vouchers as certified by the General Manager and District Auditor was considered. On motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission approved payment of claim vouchers in the amount of \$405,996.28 for July 9, 2007. District Auditor Foster reported that the vouchers included 26 rebates for conservation programs totaling \$4,081.

Commissioner Purser reported on a forum for candidates running for the Superior Court Judge position.

Commissioner Simpson reported on the District's participation in the Forks Parade. The District was awarded a blue ribbon for one of its entries in the parade.

Support Services Manager Shaw reviewed the status of approximately 40 contracts and agreements that the District is administering and discussed the description, amount, and estimated completion date of each contract.

General Manager Nass reported on an invitation from the Washington PUD Association (WPUDA) for member utilities to place an ad in a special issue of *Connections* magazine, which will be a "souvenir" issue for the dedication of the WPUDA's new headquarters building in October. The Commissioners agreed to place an ad.

Commissioner Purser said that the Public Power Council is holding a forum on Wednesday afternoon, July 11, on the residential exchange. The WPUDA is sponsoring a workshop on the same topic on Thursday afternoon, July 12. Both meetings will be held in Portland.

Attendance at meetings was approved.

There being no further business to come before the Commission, the meeting adjourned at 2:59 p.m. to meet again, Monday, July 16, 2007, at 1:30 p.m. in the Port Angeles office.