

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY
MINUTES OF THE REGULAR WEEKLY MEETING OF
THE BOARD OF COMMISSIONERS
APRIL 6, 2009

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

Commissioner Simpson was excused.

Staff Present: Doug Nass, General Manager; Joshua Bunch, Treasurer Controller; Jana Robbins, District Auditor; Nicole Clark, Executive Assistant

Others Present: Teri Martin; Cindy Kelly

On motion of Commissioner Purser seconded by Commissioner Haffner and carried, the Commission approved the minutes of the March 23, 2009 regular weekly meeting.

There were agenda revisions to add staff reports on the WPUDA Energy Committee meeting and PPC meeting.

General Manager Doug Nass presented the updated Travel Policy for the District. It has been revised to have only one per diem dollar amount. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commissioners approved Resolution 1899-09 establishing the District's Travel Policy and rescinding Resolution No. 1898-09.

Cindy Kelly was present to ask if the District would be interested in attending a meeting with the County about Port Angeles west end Urban Growth Area sewer issues. General Manager Doug Nass said he would inform the Water Department of the opportunity. Ms. Kelly also asked when the District would take action on rates. Treasurer Controller Bunch said that the subject would probably be brought to the Commission in the next month for implementation June 1.

Two lists of claim vouchers as certified by the General Manager and District Auditor were considered. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved payment of claim vouchers in the amended amount of \$197,629.39 for March 30, 2009. On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved payment of claim vouchers in the amount of \$160,148.67 for April 6, 2009.

Treasurer Controller Bunch reported that the District withdrew investments at the end of March from a financial institution that discontinued accepting public funds. The District has located a new local financial institution that is willing to accept the funds. The District also removed the remainder of funds from another financial institution that was recently reported as having financial difficulties. Mr. Bunch reported that January revenues appeared exceptionally larger due to cold weather in December and January. Mr. Bunch reported that there were two potential errors in the financial statements discovered during the year-end closing process. The accounting staff is working on both issues and when they have the final figures they will contact the State Auditor to discuss. Mr. Bunch reported that an invoice written off and sent to collections in January of 2007 was collected by the collection agency. However, the agency did not add on our customary 30 percent fee, therefore their collection fee came out of the original invoice amount. Mr. Bunch reported that it was during a personnel transition on our side and their side which lead to the confusion. The agency has offered to reduce its fee by 50 percent on this invoice. Mr. Bunch recommended that we accept and the commission concurred.

General Manager Nass reported that he attended the PPC meeting in Portland where the group is working with Bonneville Power Administration to try to limit the anticipated rate increase. He also attended the WPUDA Energy Committee meeting. The committee is working on a position statement for WPUDA on climate change.

Attendance at the following meeting was confirmed: Doug Nass attended the APPA CEO Roundtable in Scottsdale, AZ on Mar 14-22, the PPC meeting in Portland on Apr 1-2, and the WPUDA Energy Committee meeting in Olympia on April 2-3; Fred Mitchell attended the CTED Stimulus Funding workshop in Bellevue on Mar 30, the NoaNet meeting in Tacoma on Mar 31, the PPC meeting in Portland on Apr 1-2, and the BPA meeting in Portland on Apr 3.

Attendance at the following meetings was approved: Steve Schopfer to attend the Seattle CIO Forum in Tukwila on Apr 8; Doug Nass to attend the WPUDA April Association meetings in Olympia on Apr 15-16; and James Money to attend WETRC Pipe Locating and Leak Detection training in Mt. Vernon on Apr 29-30.

The regular meeting recessed at 2:37 p.m. to go into executive session for personnel matters. The executive session adjourned at 3:30 p.m., and the regular meeting reconvened at that time.

There being no further business to come before the Commission, the meeting adjourned at 3:31 p.m. to meet again, Monday, April 13, 2009, at 1:30 p.m. in the Port Angeles office.