

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY  
MINUTES OF THE REGULAR WEEKLY MEETING OF  
THE BOARD OF COMMISSIONERS  
OCTOBER 31, 2005

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., President; W.E. Purser, Vice President; and Hugh Haffner, Secretary.

Staff present were: Shelley Burgett, Interim General Manager; Ken Foster, District Auditor; Mike Kitz, Water and Wastewater Systems Superintendent; Dave Proebstel, Chief Engineer; Laura Behr, Engineering Work Order Technician; Judi Chapman, Human Resources Manager; Ken Brillhart, Systems Administrator; Jennifer Adamire, Part-time Records Technician; Carla Field, Records Coordinator; Dave Johnson, Utility Services Advisor; and Carol Biss, Executive Assistant.

Others present were: Brian Gawley, Bart Irwin, Cindy Kelly, Linda Rotmark, and Ed Tuttle.

On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved the minutes of the October 24, 2005 regular weekly meeting as amended.

Human Resources Manager Chapman introduced two new employees: Ken Brillhart, Systems Administrator, and Jennifer Adamire, Part-time Records Technician.

Water and Wastewater Systems Superintendent Kitz reported on the progress of the Morse Creek Water Treatment Plant. He showed pictures of various stages of construction to-date, including excavation for the clear well and relocation of some piping. River flow levels in Morse Creek have increased significantly. Staff will be talking to the Department of Ecology this week about removing the mandatory water restrictions for customers in the Fairview Water System.

Chief Engineer Proebstel reviewed the steps in converting the District's work order system and the GIS mapping system to a common system using software from CanMap Systems. There was an upgrade in late 2004 to CanMap's Fusion software, which put everything into the database from which drawings are created. The final payment on the contract was held pending successful linking to the Accounting Department processing, and that was completed last month. Mr. Proebstel demonstrated the new program with assistance from Work Order Technician Behr. Examples of the transmission and distribution detail maps were shown, as well as how that is linked to customer information.

Upon recommendation of staff and on motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission accepted as complete Contract No. 000501 with CanMap Systems in the amount of \$160,000.

Upon recommendation of staff and on motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved the removal of delinquent accounts from the active accounts receivable in the amount of \$3,551.68.

A list of claim vouchers as certified by the Interim General Manager and District Auditor was considered. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved payment of claim vouchers in the amount of \$161,572.50 for October 31, 2005. District Auditor Foster reported on the rebates for conservation programs that were included in the vouchers for October 17, 24, and 31. On October 17, there were 16 rebates totaling \$3,346.78; on October 24, there were 19 rebates totaling \$13,672.16; and on October 31, there were 13 rebates totaling \$6,893.30.

Commissioner Haffner discussed a letter from the Washington State congressional delegation to Steve Wright, Administrator of Bonneville Power Administration. The delegation asked BPA to suspend action on Grid West at this time to allow the region more time to work together to forge a consensus proposal for a regional transmission organization.

Commissioner Purser reported on a meeting of the North Olympic Peninsula Resource Conservation and Development (RC&D) Council. Tony Ingersoll, RC&D Council Director, talked about the organization and said that future emphasis will be on natural resource conservation and less on economic development or job creation. Mr. Ingersoll asked that members send a letter designating the primary delegate with voting authority and an alternate. The Council will help sponsor a bio-energy conference in Forks in mid-March 2006, and the District has been invited to attend. Commissioner Purser reported on the work session with Linda Rotmark, Executive Director of the Clallam County Economic Development Council. The meeting offered an opportunity to discuss the District's participation, clarify its concerns with the direction of EDC, and talk about what it can provide to the District.

Utility Services Advisor Johnson reported on two solar energy seminars that the District is sponsoring on November 15. The seminars are part of an effort by the Utility Services Department to provide education programs based on customer interest and changes in regulations. The seminar will include information on federal and state incentives.

Interim General Manager Burgett reviewed letters she sent to the U.S. Navy and the Manager of Jefferson County PUD informing them that the District was withdrawing its proposal for the Electric Utility

System at the NAVMAG Indian Island. She said that an exit interview with the State Auditor is scheduled for November 14. Commissioner Haffner will represent the Commission. She reported on a letter from the Makah Tribe regarding utility tax exemptions.

Attendance at meetings was approved.

The regular meeting recessed at 2:45 p.m. to go into executive session for legal and personnel matters. The executive session adjourned at 3:44 p.m., and the regular meeting reconvened at that time. There being no further business to come before the Commission, the meeting adjourned at 3:45 p.m. to meet again Monday, November 7, 2005, at 1:30 p.m. in the Port Angeles office.