

Board of Commissioners Meeting
December 13, 2011

I. The meeting was called to order at 9:00 a.m. by President Pepper Putnam. Also in attendance were Albert Friess, Jim Larison, Mike Langley and Celeste Lilley.

II. The minutes of the November 8th regular meeting were approved.

III. The financial report submitted by Celeste was approved.

IV. The Manager's report was reviewed and discussed and is appended to these minutes. Mike Cays performed as Vice President at the December PNCWA meeting in Port Townsend and will be President in 2012. A motion was made, seconded and carried to continue to support employees who volunteer for such organizations.

V. Old Business

A. The latest revision of the Franchise Agreement with Clallam County should be received soon. The deposit will be \$1,000.00. Commissioner Friess noted that the agreement should be signed and returned before the end of the year.

B. The crop management plan should be completed prior to year end 2012.

VI. New Business

There was discussion of the 2012 projects, including but not limited to headworks improvements, an additional reclaimed water filter, and new monitoring wells. The commissioners asked to see the specifications for the "Lakeside Raptor micro-strainer" and to review copies of all the bids received. The new main lift station panel scheduled for 2011 will not be completed until 2012.

Commissioner Larison will evaluate some project management software that should aid in organizing a timeline for all of the different facets of the 2012 and future projects.

There was discussion about billing for water supplied to common areas. A map of the common areas receiving water will be given to the Citizen's Advisory Committee for their input and recommendation.

VII. Checks and warrants approved by signature.

VIII. The meeting adjourned at 10:45 a.m. The next regular meeting is scheduled for January 10th.

Respectfully submitted,

Albert Friess, Secretary