

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1
Minutes of the Regular Meeting of the Board of Commissioners
Main Office | 104 Hooker Road | Sequim, WA 98382
July 13, 2020 – This meeting held remotely via Zoom

Commissioners Present

Will Purser, President
Jim Waddell, Vice President
Dave Anderson, Secretary

Staff Present

Doug Nass, General Manager
John Purvis, Assistant General Manager
Sean Worthington, Finance Manager/Treasurer
Lori Carter, Controller/Auditing Officer
Tom Martin, Water and Wastewater Systems Manager
Travis McClain, Water and Wastewater Systems Coordinator
Brad Teel, Sr. Power Systems Project Coordinator
Steve Schopfer, IT Manager
Shawn Delplain, Broadband Supervisor
Nicole Clark, Communications Manager
Mike Hill, Engineering Manager
Charlie McCaughan, Procurement and Facilities Supervisor
Ruth Kuch, Financial Analyst
Teresa Lyn, Executive Assistant

Others Present as Identified

Janet Marx
Krestine Reed
Patti Morris
Paula Simpson-Barnes
Richard DeBusman

The meeting commenced at 1:18 PM.

CONSENT AGENDA

Upon recommendation of staff, and upon motion of Commissioner Anderson seconded by Commissioner Waddell and carried, the Commissioners approved the following consent agenda items:

- a. Minutes of the June 22nd, 2020 regular meeting;
- b. Claim vouchers from June 22nd through July 6th, 2020 for a total of \$3,168,194.94;
- c. Payroll vouchers for the period of June 1 through June 30th, 2020;
- d. Removal of delinquent accounts from July active accounts receivable in the amount of \$2,842.10 including a 30% collection fee; and
- e. Invoices to be removed from miscellaneous accounts receivable in the amount of \$6,892.67 including a 30% collection fee.

AGENDA REVISIONS

There were no agenda revisions.

COMMENTS FROM THE PUBLIC

There was no public content.

BUSINESS ITEMS

Upon recommendation of staff, and upon motion of Commissioner Anderson seconded by Commissioner Waddell and carried, the Commissioners passed RESOLUTION 2176-20 Establishing the Current Schedule of Deposits and Charges, Electric Line Extension Unit Prices and Rescinding Resolution 2147-19.

Communications Manager Nicole Clark provided an overview of the Governor's recent Proclamation 20-23 and subsequent revisions that require PUDs to comply with a guidance document outlining necessary actions for utilities. Ms. Clark noted that PUD had already implemented, without prompting, those necessary actions on March 23, 2020. Ms. Clark also noted that the most recent Proclamation 20-23 assigned the Utilities & Transportation Commission (UTC) as the single point of contact for customer bill assistance. Out of concern regarding this development, and in support of the Washington PUD Association, she requested that the Commissioners sign a letter expressing support on behalf of PUDs asking that Proclamation 20-23.4 and 20-23.6 be amended to allow PUDs to exercise local control responsiveness to the unique needs of their individual customer bases. The Commissioners agreed to sign the letter.

Communications Manager Clark referred to PUD's COVID-19 customer support resources which are accessible at <https://clallampud.net/covid-19-customer-support/>, and she outlined the variety of ~~outreach communications~~ proactive measures that the PUD initially took and continues to extend in order to assist ratepayers. A discussion was held about the number of customers in arrears (1400 in mid-July and growing). Upon recommendation of staff, and upon motion of Commissioner Waddell, seconded by Commissioner Anderson and carried, the Commissioners passed RESOLUTION 2177-20 Affirming the District's COVID-19 Pandemic Response Customer Support Programs.

Upon recommendation of staff, and upon motion of Commissioner Anderson, seconded by Commissioner Waddell and carried, the Commissioners authorized General Manager Doug Nass to sign the Letter of Understanding 20-08 by and between PUD No. 1 and IBEW Local 997. The LOU will address the current wage disparity for lineman that exist between PUD No. 1 and other Washington utilities. The requested \$2 an hour increase in wages will enable the PUD to recruit and retain lineman, and be competitive in order to address the ongoing chronic shortage of lineman throughout the utility industry.

CORRESPONDENCE/COMMUNICATIONS

General Manager Doug Nass advised that the Governor has extended Proclamation 20.28.7 concerning the Open Public Meeting Act (OPMA), which encourages the continuance of remote meetings until August 1st.

COMMISSIONER REPORTS

Commissioner Anderson attended a quarterly WPUDA water meeting where Water & Wastewater Systems Superintendent Tom Martin presented on the utility relocates like the ones that PUDs are working on to facilitate salmon restoration. He also attended a Sequim-Dungeness Chamber meeting and relayed that Sequim is assured of a steady stream of new connections as people migrate from the cities to the Peninsula.

Commissioner Waddell attended an EDC coffee meeting where the discussion revolved around concerns about the loss of local businesses. He suggested that PUD look at what Mason PUD No. 3 is doing with internet connectivity at the retail level. GM Nass said that the IT department has been looking at Mason 3 who has a fully-staffed broadband department and crew and will be watching how their revenue meets expenses.

Commissioner Purser attended an Energy Northwest (EN) Executive Meeting. Topics of discussion were the push for relicensing the Columbia Generating Station – as it is considered to be a dispatchable energy resource that can be dialed up or down to accommodate energy needs – and the related costs, regulations, and upgrades that would be required to do so; resource adequacy and the hiring of a consulting firm which has been hired to look at it; and the Clean Energy Transformation Act (CETA).

STAFF REPORTS

General Manager Doug Nass reported that all employees were back to work and that PUD is looking into the feasibility of a hybrid remote/onsite work situation for positions that may warrant it.

General Manager Doug Nass provided an update on Coronavirus Aid, Relief, and Economic Security Act (CARES) funding. The District has been working closely with the City of Port Angeles and he reported that City Manager Nathan West headed up the CARES effort with a letter to CARES explaining the impact COVID-19 has had on the customers. On June 29th General Manager Nass and Finance Manager/Treasurer Sean Worthington participated in the Clallam County Commissioners' meeting and learned that of the \$700K+ that Port Angeles, OlyCap, and PUD collectively requested, \$200K was to be shared. These funds will be utilized among the organizations to assist residential customers in paying their utilities, rent and mortgages; PUD specifically will receive \$25K to assist struggling ratepayers. There is a possibility that additional monies may be allocated to the City of PA, OlyCap, and the PUD, however it looks like there may be no additional CARES funding.

In response to the June 22nd Board action requests:

- General Manager Nass confirmed that 100% of the donations that OlyCap receives from the PUD's Ratepayer Funds goes to Clallam County individuals only, not businesses.
- The call-in number for the June 22nd Zoom board meeting was correct, however the passcode was inadvertently omitted from the website. Staff will correct in the future.
- IT Manager Steve Schopfer advised that he reached out to Wave Cable to determine if there was any interest in collaborating with the PUD in regards to expanding broadband to the County's west end. He has not yet received a response.

IT Manager Schopfer reported that the District is currently pursuing three broadband-related projects: 1) Taking microwave fiber shots between PUD's Airport and Silverado substations, which will take about 6-12 months – pending FCC licensing – and will be used to help extend fiber; 2) working with a couple of ISP providers to extend fiber extension to the Forks School District, which hopefully will give 60% of the schoolchildren internet connectivity – this with an estimated completion of 2 months; and 3) applying for a grant to get fiber backbone on the ground, which will allow the ISP to extend fiber to the Crescent School District (Joyce) – the expected completion is 1-2 years, due to the grant application process and build time. He noted that projects on the western and northern Olympic Peninsula are subject to challenges unlike those experienced by Kitsap County – requirements for coordination with the DNR and Tribes – and the geographical barriers of rivers, mountain, and heavily forested areas. These complications will add to project lead-time.

General Manager Doug Nass reported that the Sequim Fir Street project in which the District was a significant participant in removing overhead lines and placing them underground – is finished. The District had a bucket truck in the ribbon cutting event which celebrated the reopening of the street on July 9th.

BOARD'S ACTION ITEMS FOR STAFF

There were no board action items for staff.

COMMENTS FROM THE PUBLIC

Public comment regarding Tier 1 utilities was received after the meeting via emails and responded to via email shortly thereafter.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 2:49 PM.