

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1  
**Minutes of the Regular Meeting of the Board of Commissioners**  
Main Office | 104 Hooker Road | Sequim, WA 98382  
**August 24, 2020** – This meeting held remotely via ZOOM

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**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  
Nicole Clark, Communications Manager  
Larry Morris, Safety Manager  
Tom Martin, Water/Wastewater Manager  
Steve Schopfer, IT Manager  
Shawn Delplain, Broadband Superviosr  
Rebecca Turner, Sr. Accountant  
Don Cohen, Legal Counsel  
Teresa Lyn, Executive Assistant

**Others Present as Identified**

Paula Barnes  
Patricia Morris  
Richard DeBusman  
Krestine Reed  
Rick, last name not provided  
Rob, last name not provided  
Mike H  
CM, name not provided

The meeting commenced at 1:30 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 August 10th, 2020 regular meeting;
- b. Claim vouchers for August 10th through August 17th, 2020 for a total of \$472,441.17; and
- c. Payroll vouchers for the period of July 16th through July 31st, 2020.

**AGENDA REVISIONS**

No revisions.

## **COMMENTS FROM THE PUBLIC**

No public comment.

## **BUSINESS ITEMS**

Upon recommendation of staff, and upon motion of Commissioner Anderson, seconded by Commissioner Waddell and carried, the Commissioners approved Acceptance of Contract No. 180806 Completion for the Deer Park Road Pumping Project with Harbor Pacific Contractors, Inc., for a total cost of \$1,617,142.60, including WSST. This was a fixed-price contract.

## **CORRESPONDENCE/COMMUNICATIONS**

No correspondence.

## **COMMISSIONER REPORTS**

Commissioner Anderson attended the virtual NoaNet meeting. The topics of discussion were: NoaNet's application to the Utilities and Trade Commission (UTC) to become an Eligible Telecom Company (ETC), which would have enabled NoaNet to function as a consortium for small PUDs in applying for broadband grant monies. The application was denied. Commissioner Anderson also attended a Sequim-Dungeness Chamber of Commerce meeting, where it was reported that real estate sales and construction are booming due to the scarcity of homes. Consequently, the PUD can expect substantial increases in hookup requests.

Commissioner Waddell attended Bonneville Power Authority's (BPA) quarterly internal business review (IBR), at which the Environmental Impact Statement (EIS) on the lower Snake River dams was discussed. BPA reported that due to increased volume, prices are up and therefore it does not see a need for a surcharge in the near future. Commissioner Waddell also attended a Clallam Economic Development Council (EDC), at which it was reported by Representative Kilmer that due to the pandemic, it's impact on the economy, and various economic relief ("stimulus") bills, a state budget deficit of \$8 billion over the next three years is expected.

Commissioner Purser attended the virtual NoaNet meeting. The topic was NoaNet's request for members to vote for bonds to address NoaNet's debt. .

## **STAFF REPORTS**

General Manager Doug Nass reported on plans for upcoming meetings based on COVID-phases. Through WPUA we sent a survey inquiry out to understand how other Washington State PUDs are currently meeting and plan to meet in the near future. We will relay the survey response to the Board when it is available. We do know that with the exception of Pacific PUD, all west-end PUDs are meeting virtually, as well as Clallam County government organizations and school districts. As we are in Phase 2 (high risk), we are allowed a group of five people; all other staff and attendees would have to participate remotely. General Manager Nass also advised that the Commissioners have the option to include documents in the board packet by emailing them to Executive Assistant Teresa Lyn by noon on the Wednesday prior to the board meeting.

Communications Manager Nicole Clark, Safety Manager Larry Morris, and Assistant General Manager John Purvis and Finance Manager Sean Worthington provided 2020 2nd quarter Key Performance Indicator (KPI) updates on their respective department's strategic objectives

(Communications, Safety, and Risk Management). The 2020 Strategic Plan is viewable online at <https://clallampud.net/about/>.

General Manager Doug Nass advised that as an integral part of the District's internal work, staff routinely performs informal reviews on upcoming BPA contracts and Clean Energy Transformation Act (CETA) legislation rulings to determine the impact of these on our utility. We routinely perform scoping analysis to investigate emerging technologies and trends in order to determine the feasibility and value of incorporating them into our operations and we utilize our findings to develop our Strategic Plan. In response to recent Commissioner inquiries, he advised that staff will present to the public a detailed presentation on these topics as well as on community and large small solar with and without battery backup, small modular reactors, and an update on our solar battery micro-grid project – at an upcoming special meeting.

**BOARD'S ACTION ITEMS FOR STAFF**

- a. Invite public comment on the upcoming strategic plan.

**COMMENTS FROM THE PUBLIC**

Comments were heard from the public regarding: the possibility for the public to have access to non-business agenda documents that are discussed during the board meeting.

At 2:38 PM Commissioner Purser convened the meeting for a short break. The meeting reconvened at 2:40 PM to go into executive session.

**EXECUTIVE SESSION**

At 2:40 PM an executive session was held to discuss litigation, and/or network security with legal counsel, pursuant to RCW 42.30.110(1)(i) and 42.30.110(1)(aii). In attendance were Commissioners Purser, Anderson, and Waddell, General Manager Doug Nass, Assistant General Manager John Purvis, Treasurer Sean Worthington, and Legal Counsel Don Cohen. No action was taken. The Executive Session adjourned at 2:42 PM, and the regular meeting reconvened at that time.

**ADJOURN**

There being no further business to come before the Commission, the meeting adjourned at 2:42 PM.

August 24, 2020