

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1

Minutes of the Regular Meeting of the Board of Commissioners

Main Office | 104 Hooker Road | Sequim, WA 98382

January 11, 2021 – This meeting was held remotely via ZOOM

Commissioners Present

Will Purser, President

Rick Paschall, Vice President

Jim Waddell, Secretary

Staff Present

Doug Nass, General Manager

John Purvis, Assistant General Manager

Sean Worthington, Finance Manager/Treasurer

Jamie Spence, HR Manager

Tom Martin, Water/Wastewater Manager

Nicole Hartman, Communications Manager

Steve Schopfer, IT Manager

Lori Carter, Controller/Auditing Officer

Rebecca Turner, Sr. Accountant

Ruth Kuch, Financial Analyst II

Karen Whitteker, Credit and Collection Specialist

Tyler King, Power Analyst

Shawn Delplain, Broadband Supervisor

Mike Hill, Engineering Manager

Larry Morris, Safety Manager

Colin Young, Distribution System Supervisor

Teresa Lyn, Executive Assistant

Others Present as Identified

Patti Morris

Richard DeBusman

Janet Marx

Krestine Reed

Shelley Ament

Ken Wiersma

Paula Simpson-Barnes

Alex Fane

Bob, no last name provided

Terry, no last name provided

The meeting commenced at 1:30 PM.

CONSENT AGENDA

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

- a. Minutes of the November 23 regular meeting;
- b. Claim vouchers for December 14, 2020 through January 4, 2021 for a total of \$4,041,310.11;
- c. Payroll vouchers for the period of December 1 through December 15, 2020;
- d. Removal of delinquent accounts from January 2021 active accounts receivable totaling \$5,499.82 including a 30% collection fee;
- e. Invoices to be removed from active miscellaneous accounts receivable totaling \$338.52 including a 30% collection fee; and
- f. Contractor prequalification for Alamon Inc., in the amount of \$750,000 for the upcoming calendar year.

The minutes of the December 14 regular meeting were approved pending a revision indicating that Commissioner Waddell voted to not approve the District's 2021 Strategic Plan.

AGENDA REVISIONS

The title of Resolution 2189-21 was changed to Establishing the Roth ICMA-RC Deferred Compensation Plan and the text "That all prior Resolutions pertaining to the plan are rescinded" was deleted.

COMMENTS FROM THE PUBLIC

Comment was heard from an individual objecting to the District's membership in Northwest RiverPartners.

BUSINESS ITEMS

The Board elected the following: Commissioner Will Purser as President; Commissioner Rick Paschall as Vice President; and Commissioner Jim Waddell as Secretary. Commissioners Purser and Paschall approved the motion to elect the officers. Commissioner Waddell opposed the motion.

Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board adopted RESOLUTION 2188-21 Establishing Staff Titles and Salary Ranges and Rescinding Resolution 2181-20, as presented for the 2021 calendar year.

Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board adopted RESOLUTION 2189-21 Establishing the Roth ICMA-RC Deferred Compensation Plan for employees.

General Manager Doug Nass presented the District's 2021 Association Dues spreadsheet to the Board for discussion and/or authorization of payment (+/- 10%) as invoices are received. After discussion, Commissioner Paschall made a motion to authorize the payment of \$10,000 in dues to the EDC. Commissioner Waddell seconded the motion. The motion to authorize payment of \$10,000 in dues to Clallam County EDC carried. Commissioner Paschall made a motion to authorize the payment of dues to Northwest RiverPartners and their digital media campaign as presented. Commissioner Waddell opposed the motion. Commissioner Purser seconded and the motion to authorize payment of dues to Northwest RiverPartners and to their digital media carried. Commissioner Paschall made a motion to authorize the payment of dues to the balance of organizations on the list and Commissioner Waddell seconded. The motion to authorize payment of dues to the balance of organizations listed in the amounts proposed (+/- 10%) carried.

General Manager Doug Nass presented the District's proposed 2021 Committee Membership delegate assignments to the Board for discussion and/or approval. General Manager Nass advised that the approved list will be posted on the website as part of and after approval of, this meeting's minutes. Commissioner Paschall made a motion to approve the District's 2021 Committee Membership and Organizations delegate assignments as presented. Commissioner Waddell opposed the motion. Commissioner Purser seconded the motion. The motion to approve the 2021 Committee Membership and Organizations delegate assignments as presented carried.

CORRESPONDENCE/COMMUNICATIONS

General Manager Nass shared WPUDA's December 15th letter to Governor Inslee requesting the State to prioritize vaccination distribution for mission-essential utility workers. He also shared NWPPA's December article highlighting Clallam PUD#1's earned designation as a Smart Energy Provider (SEP) from the American Public Power Association (APP) for demonstrating commitment to, and proficiency in, energy efficiency, distributed generation, and environmental initiatives that support a goal of providing low-cost quality, safe, and reliable electrical service.

COMMISSIONER REPORTS

Commissioner Paschall reported that he is reviewing all the Commissioner and District documents.

Commissioner Waddell attended a WPAG meeting.

Commissioner Purser attended Energy Northwest (ENW) Executive board meetings.

STAFF REPORTS

General Manager Doug Nass advised that he received communication via WPUA that it will likely be May before PUD critical infrastructure workers would be able to receive the vaccine.

Assistant General Manager Purvis provided an overview on the January 5th through 6th power outages due to windstorms throughout the service territory, as well the power outages associated with 25 miles of BPA transmission line serving the west end of the county. The review included details of the District's and BPA's responses to these outages, including three BPA restoration efforts that resulted in additional brief outages for Lairds Corner and Joyce. He advised that the District will be meeting with BPA within the next few weeks to discuss a wide variety of subjects associated with recent BPA outages and ways to improve outage response and coordination with BPA. The subjects will include communications and efforts to mitigate "danger trees" that are at risk of falling on BPA lines, but are located outside of BPA rights of way.

BOARD'S ACTION ITEMS FOR STAFF

1. Revise the December 14 board meeting minutes to record Commissioner Waddell's opposition to the 2021 Strategic Plan; and
2. Staff is to notify the Commissioners when the District schedules a meeting with BPA.

COMMENTS

Comment was heard from an individual inquiring if the District is currently a member of Northwest RiverPartners and if so, what the received but as yet not paid invoice covers.

Comment was heard from an individual objecting to the removal of a statement from the 2021 Strategic Plan.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 3:40 PM.

A detailed transcript of this meeting via an audio recording is available to the public on the Commission Meetings page of the PUD website here: <https://clallampud.net/commission-meetings/>.