

PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY
MINUTES OF THE REGULAR WEEKLY MEETING OF
THE BOARD OF COMMISSIONERS
OCTOBER 2, 2017

The regular weekly meeting of the Board of Commissioners of Public Utility District No. 1 of Clallam County was held at the Main Office, 104 Hooker Road in Carlsborg, WA, on the above date commencing at 1:30 p.m.

Commissioners Present: Hugh E. Simpson, Jr., President; Will Purser, Vice President; Hugh Haffner, Secretary

Staff Present: Doug Nass, General Manager; Beau Brown, Treasurer Controller; Nicole Clark, Executive Assistant; Sean Worthington, Customer Service Manager; John Purvis, Assistant General Manager

Others Present: Terry Lee

On motion of Commissioner Purser seconded by Commissioner Haffner and carried, the Commission approved the minutes of the September 5, 2017 regular meeting, and the September 18, 2017, and September 22, 2017 special meetings.

Upon recommendation of staff, and upon motion of Commissioner Purser seconded by Commissioner Haffner and carried, the Commission approved Change Order #1 to Task Order #5 (Professional Services Agreement #110321) with Lawhead Architects P.S. for additional construction administration support for work on the Forks Vehicle Storage Building in the not-to-exceed amount of \$52,600.

Upon recommendation of staff, and upon motion of Commissioner Haffner seconded by Commissioner Purser and carried, the Commission approved Change Order #1 to Contract #170802 with Hoch Construction, Inc. to add a new restroom, revised HVAC system, and radiant floor heat to the Forks Vehicle Storage Building in the amount of \$338,140.76 (not including WSST.)

Upon recommendation of staff, and upon motion of Commissioner Purser seconded by Commissioner Haffner and carried, the Commission approved the prequalifications of contractors on the list dated October 2, 2017.

Upon recommendation of staff, and upon motion of Commissioner Haffner seconded by Commissioner Purser and carried, the Commission approved the prequalifications of contractors on the list dated October 2, 2017 for inclusion on the Small Works Roster.

Upon recommendation of staff, and upon motion of Commissioner Purser seconded by Commissioner Haffner and carried, the Commission approved removal of delinquent accounts on the list dated September 19, 2017 in the total amount of \$25,887.20 from the active accounts receivable, including a collection fee of \$5,761.80, and on the list dated September 22, 2017 in the total amount of \$14,430.68 from the active accounts receivable, including a collection fee of \$3,048.91.

Public comment was received regarding whether there was a time limit on public comment. Commissioner Simpson responded that if there are many people who wish to speak that comment may be limited to three minutes so that everyone has a chance to speak. Otherwise more time may be allowed.

Correspondence and communication items were reviewed. There was a drawing for the WPUDA Walkley Scholarship. The name selected will be submitted to WPUDA with the final winner being drawn by lottery from all the PUD nominees at the WPUDA Annual Meeting.

Four lists of claim vouchers as certified by the General Manager and Auditing Officer were considered. On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved payment of claim vouchers in the amount of \$156,560.49 for September 11, 2017. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved payment of claim vouchers in the amount of \$2,004,464.79 for September 18, 2017. On motion of Commissioner Purser, seconded by Commissioner Haffner and carried, the Commission approved payment of claim vouchers in the amount of \$351,978.05 for September 25, 2017. On motion of Commissioner Haffner, seconded by Commissioner Purser and carried, the Commission approved payment of claim vouchers in the amount of \$625,694.39 for September 26, 2017.

Commissioner Haffner reported that he attended the WPUDA Water Workshop.

Commissioner Purser reported on the Energy Northwest meetings that he attended.

Commissioner Simpson reported on having attended the WPUDA committee meetings in September as well as the WPUDA Water Workshop.

General Manager Doug Nass reported on recent utility industry activity, and on discussions held at the WPUDA Water Workshop.

Public comment was received asking if the Commission meetings were the only forum for a customer to bring up a money issue. Commissioner Simpson explained that the Commission meeting is one forum, but that any customer can also contact any Commissioner at any time.

There being no further business to come before the Commission, the meeting adjourned at 3:06 p.m.