

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1  
**Minutes of the Meeting of the Board of Commissioners**  
Carlsborg Main Office | 104 Hooker Road | Sequim, WA 98382  
**November 19, 2018**

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**Commissioners Present:**

Hugh (Ted) E. Simpson, Jr., President  
Will Purser, Vice President  
Dave Anderson, Secretary

**Staff Present:**

Doug Nass, General Manager  
John Purvis, Assistant General Manager  
Simon Barnhart, General Counsel  
Lori Carter, Controller/Auditing Officer  
Steve Schopfer, IT Manager  
Tom Martin, Water and Wastewater Superintendent  
Nicole Clark, Communications Manager  
Tyler King, Power Analyst  
Ben Phillips, Engineer  
Shawn Delplain, Network Service Engineer  
Chanda Nipcon, Customer Service Supervisor  
Teresa Lyn, Executive Assistant

**Others Present:**

Werner Buehler  
Terry Lee  
Fred Mitchell

The meeting commenced at 1:29 PM.

**AGENDA REVISION**

Business item D on the agenda was moved to after business item E.

**APPROVAL OF MINUTES**

There were no minutes to approve.

**PUBLIC COMMENT**

A PUD customer complained about an increased water bill after a water line was put in near his property in 2013. He believes that air in the line has caused water hammer, which in turn has made his system leak, increasing his water bill substantially. GM Doug Nass along a representative from the Water Department will meet with the customer to assess the situation.

**BUSINESS ITEMS**

Upon recommendation of staff, and upon motion of Commissioner Anderson, seconded by Commissioner Simpson and carried, the Commission cast their vote for the PPC 2019-2020 Executive Board Election.

Upon recommendation of staff, and upon motion of Commissioner Purser, seconded by Commissioner Anderson and carried, the Commission accepted as complete Contract 180804 with Michels Power for the removal and replacement of poles, transmission conductors, and distribution conductors for distribution from Airport Road to Laird's Corner, for the total contract amount of \$615,821.38, including WSST.

Upon recommendation of staff, and upon motion of Commissioner Anderson, seconded by Commissioner Purser and carried, the Commission approved Lawhead Architects P.S. to perform services for the design, construction documents, bidding and construction administration for the new Operations Building in Forks, in accordance with Professional Services Agreement 110321 and Task Order No. 7 for an estimated not-to-exceed amount of \$365,300.00, not including WSST.

Upon recommendation of staff, and upon motion of Commissioner Purser, seconded by Commissioner Anderson and carried, the Commission approved RESOLUTION 2124-18 Authorizing the Execution of a Contract for the Purchase of Renewable Energy Credits (REC's) for a period of three years commencing January 1, 2023.

Upon recommendation of staff, and upon motion of Commissioner Purser, seconded by Commissioner Simpson and carried, the Commission approved RESOLUTION 2125-18 Authorizing Execution of the Transmission Customers (TC-20) Settlement Agreement.

The meeting recessed at 2:06 PM for a break. The meeting resumed at 2:10 PM.

Upon recommendation of staff, and upon motion of Commissioner Purser, seconded by Commissioner Anderson and carried, the Commission adopted Resolution 2123-18 establishing the District's Residential Meter Policy. Assistant GM Purser acknowledged and thanked Communications Manager Clark for her work in preparing for the meter changeover.

#### **COMMUNICATION**

General Manager Doug Nass reported on WPUA – related conversations including recent wildfire investigations, cap and trade, BPA's take on the energy imbalance market (EMI), electric vehicles, renewable gas, and the Orca Task Force.

#### **COMMISSIONER REPORTS**

There were no Commissioner reports.

#### **CLAIM VOUCHER APPROVALS**

Two lists of claim vouchers as certified by the General Manager and Auditing Officer were considered.

Upon recommendation of staff, and upon motion of Commissioner Purser, seconded by Commissioner Anderson and carried, the Commission approved payment of a claim voucher in the amount of \$498,457.46 for 11/13/18.

Upon recommendation of staff, and upon motion of Commissioner Anderson, seconded by Commissioner Purser and carried, the Commission approved payment of a claim voucher in the adjusted amount of \$586,516.49 for 11/19/18.

#### **STAFF REPORTS**

IT Manager Steve Schopfer provided an update on NoaNet's estimated two million shortfall in their 2019 budget. The E911 project delay is the cause. NoaNet has asked their members to present a loan request to their boards. PUD #1's stake in NoaNet is 10.57 %, which would translate to a \$200K loan. IT Manager Schopfer asked the Commissioners to consider making the loan. The Commissioners will consider and advise their decision at a later date.

Water and Wastewater Superintendent Tom Martin presented on a proposal to apply for a USDA Rural Development loan for the Gales Addition Reservoir Cover Replacement Project in order to keep the reservoir in service and to continue serving the Gales Addition community in the most cost-effective manner.

**EXECUTIVE SESSION**

The regular meeting recessed at 3:15 PM for approximately 45 minutes to go into executive session to consider to evaluate the performance of a public employee, pursuant to RCW 42.30.110(1)(g). Those in attendance were Commissioners Simpson, Purser, and Anderson, and General Manager Doug Nass. No action was taken. The executive session adjourned at 3:59 PM and the regular meeting reconvened at that time.

**ADJOURNMENT**

There being no further business to come before the Commission, the meeting adjourned at 3:59 PM.