

PRE-AGENDA
FOR THE REGULAR MEETING OF
CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1
BOARD OF COMMISSIONERS
NOVEMBER 28, 2022 AT 1:30 PM
THIS IS A HYBRID MEETING

Join Zoom Meeting:

<https://clallampud-net.zoom.us/j/85471965985?pwd=ekZnc3d4TVhVSkdVbmp6ME1YZ0d0QT09>

Meeting ID: 854 7196 5985 | **Passcode:** 326328

One tap mobile: +12532158782,,85471965985#,,, *326328# US (Tacoma)

- **Consent Agenda Items**

The Commissioners will consider approving Consent Agenda items.

- **Bid Award Recommendation Memo for 40 ft. Manlift Bucket Truck Ref. N-23458**

Commissioners will consider authorizing a bid award for a 40 ft. manlift bucket truck.

Staff requests a motion, second, and a vote: to authorize a bid award for a diesel Freightliner M2 106 4x4 cab-chassis truck with 40 ft. manlift bucket from the lowest responsible bidder, Time Manufacturing Company doing business as Versalift. The not-to-exceed contract cost is \$236,332.00, not including WSST.

- **Bid Award Recommendation for 55 ft. Manlift Bucket Truck Ref. QU22830**

Commissioners will consider authorizing a bid award for a 55 ft. manlift bucket truck.

Staff requests a motion, second, and a vote: to authorize a bid award for a Freightliner Model 114SD cab-chassis truck with 55 ft. aerial manlift bucket from the lowest responsible bidder, Terex Utilities, Inc. The not-to-exceed contract cost is \$483,481.00, not including WSST.

- **Bid Award Recommendation for 60 ft. Digger Derrick Truck Ref. QU22829**

Commissioners will consider authorizing a bid award for a 60 ft. digger derrick truck.

Staff requests a motion, second, and a vote: to authorize a bid award for a diesel Freightliner 114SD cab-chassis truck with 60 ft. digger derrick from the lowest responsible bidder, Terex Utilities, Inc. The not-to-exceed contract cost is \$634,022.00, not including WSST.

- **Bid Award Recommendation for 70 ft. Tree Trimming Truck Ref. QU22828 AND QU14437**

Commissioners will consider authorizing a bid award for a 70 ft. tree trimming truck.

Staff requests a motion, second, and a vote: to authorize a bid award for a diesel Freightliner M2-106 4x4 chassis truck with a 70 ft. aerial device from the lowest responsible bidder, Terex Utilities, Inc. The not-to-exceed contract cost is from the lowest responsible bidder, Terex Utilities, Inc. The not-to-exceed contract cost is \$379,071.00, not including WSST.

- **RESOLUTION 2254-22 Adjusting the Compensation and Terms of Employment for Sean Worthington, General Manager**

Commissioners will consider approving Resolution 2254-22 Adjusting the Compensation and Terms of Employment for Sean Worthington, General Manager.

Staff requests a motion, second, and a vote: to approve Resolution 2254-22 Adjusting the Compensation and Terms of Employment for Sean Worthington, General Manager of Public Utility District No. 1 of Clallam County.

- **RESOLUTION 2255-22 Establishing Compensation and Terms of Employment For John Purvis as General Superintendent**

Commissioners will consider approving Resolution 2255-22 Establishing Compensation and Terms of Employment for John Purvis as General Superintendent.

Staff requests a motion, second, and a vote: to approve Resolution 2255-22 Establishing Compensation and Terms of Employment for John Purvis as General Superintendent of Public Utility District No. 1 of Clallam County.

- **RESOLUTION 2256-22 Establishing Titles and Monthly Salary Ranges**

Commissioners will consider approving Resolution 2256-22 Establishing Titles and Monthly Salary Ranges for Staff Employees.

Staff requests a motion, second, and a vote: to approve Resolution 2256-22 establishing titles and monthly salary Ranges for staff employees and rescinding Resolution 2252-22.

- **BPA Post-2028 Contract Discussion**

Commissioners and staff will discuss recent developments of the BPA post-2028 contract.

The Commissioners will also consider the customary business matters associated with approval of payments, minutes of the previous meeting, reports from Commissioners and staff, comments from the public, and other items of information or general business. Items may be added to, or removed from, the agenda at the meeting.

AGENDA
FOR THE REGULAR MEETING OF
CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1
BOARD OF COMMISSIONERS
NOVEMBER 28, 2022 AT 1:30 PM
THIS IS A HYBRID MEETING

Join Zoom Meeting:

<https://clallampud-net.zoom.us/j/85471965985?pwd=ekZnc3d4TVhVSkdVbmp6ME1YZ0d0QT09>

Meeting ID: 854 7196 5985 | **Passcode:** 326328

One tap mobile: +12532158782,,85471965985#,,,,*326328# US (Tacoma)

1. CALL TO ORDER

2. COMMENTS FROM THE PUBLIC

3. AGENDA REVISIONS

4. APPROVAL OF CONSENT AGENDA

- A. Minutes of the November 14 regular meeting;
- B. Claim vouchers for November 14 through November 21, 2022 for a total of \$3,473,683.82;
- C. Payroll vouchers for the period of November 1 through November 15, 2022; and
- D. The October Treasurer's Report.

5. BUSINESS ITEMS

- A. Bid Award Recommendation for 40 ft Manlift Bucket Truck
Ref. N-23458 Terry Lind
- B. Bid Award Recommendation for 55 ft Manlift Bucket Truck
Ref. QU22830 Terry Lind
- C. Bid Award Recommendation for 60 ft Digger Derrick Truck
Ref. QU22829 Terry Lind
- D. Bid Award Recommendation for 70 ft Tree Trimming Truck
Ref. QU22828 AND QU14437 Terry Lind
- E. Resolution 2254-22 Adjusting Compensation and
Terms of Employment for Sean Worthington as General Manager Will Purser
- F. Resolution 2255-22 Establishing Compensation and
Terms of Employment for John Purvis as General Superintendent Sean Worthington
- A. Resolution 2256-22 Establishing Titles and Monthly Salary
Ranges for Staff Employees Jamie Spence
- B. BPA Post-2028 contract discussion Commissioners, Staff

6. CORRESPONDENCE/COMMUNICATIONS

7. COMMISSIONER REPORTS

8. STAFF REPORTS

- A. Conservation Update Mattias Jarvegren

9. BOARD ACTIONS FOR STAFF

10. COMMENTS FROM THE PUBLIC

11. EXECUTIVE SESSION

12. ADJOURN

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1

Minutes of the Regular Meeting of the Board of Commissioners

Main Office | 104 Hooker Road | Sequim, WA 98382

November 14, 2022 at 1:30 PM - This was a hybrid meeting

Commissioners Present (in person):

Will Purser, President

Rick Paschall, Vice President

Jim Waddell, Secretary

Staff Present (in person or via Zoom):

Sean Worthington, General Manager

Doug Adams, Transmission and Substation
System Supervisor

Lori Carter, Controller/Auditing Officer

Ruth Kuch, Finance Manager/Treasurer

Tom Martin, WWW Manager

Terry Lind, PA Ops Superintendent

Jason Siebel, Carlsborg Ops Superintendent

Eric Jacobson, Business Analyst

Jamie Spence, HR Manager

Teresa Lyn, Executive Assistant

Tyler King, Power Analyst

Bowen Kendrick, WWW Manager

Nicole Hartman, Communications Manager

Steve Schopfer, IT Manager

Colin Young, Distribution System
Supervisor

Shawn Delplain, Broadband Supervisor

Chelsey Jung, Payroll Coordinator

Annette Long, Finance Coordinator

Sarah Canepa, Financial Analyst II

Ben Phillips, Engineer III

Julie Metzger, Power Systems Project
Coordinator

Mattias Jarvegren, Utility Services
Supervisor

Greg Thompson, Engineering Technician

Others Present as Identified (in person or via Zoom):

Werner Buehler

Katie Woodin (LWVCLA Observer)

Patti Morris

Janet Marx

Ken Hays

Krestine Reed

Alan, last name not provided

The meeting commenced at 1:30 PM.

PUBLIC COMMENT :21

There was no public comment.

AGENDA REVISIONS :35

There were no agenda revisions.

CONSENT AGENDA :43

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

- A. Minutes of the October 24 regular meeting;
- B. Claim vouchers for October 24 through November 7, 2022 for a total of \$1,438,186.30;
- C. Payroll vouchers for the period of October 16 through October 31, 2022;
- D. Removal of delinquent accounts from the November 2022 active accounts receivable totaling \$5,174.58 including a 30% collection fee; and
- E. Contractor prequalification for Magnum Power LLC., in the amount of \$10,000,000 for the upcoming calendar year.

BUSINESS ITEMS STARTING AT 3:11

- A. **3:22:** Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board approved Acceptance Memo for a cost increase to Agreement No. 200328 for Clallam Bay/Seki water main upgrades pre-construction, originally contracted at \$349,452.00. Due to delays and design changes with Washington State Department of Transportation (WSDOT), previous change orders were approved to extend the agreement time and add to the scope of work with additional project costs for a total project cost not-to-exceed \$388,467.00. The additional scope of work and time increases the agreement by \$8,753.36, for a total project cost of \$397,220.36.
- B. **8:01:** Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board approved Acceptance Memo of Completion for Bid No. 220805 for completion of upgrades to the Forks substation. Olympic Electric Company, Inc. completed the project for a total contract cost of \$612,044.03, including WSST. The project replaced aging equipment at the Forks substation to bring it up to current industry standards.
- C. **10:10:** Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board approved Acceptance Memo of Completion for Bid No. 220803 for pole inspection, treating, and reporting of 2,255 electrical transmission and distribution poles. Pacific Pole Inspection, LLC. completed the project for a total contract cost of \$148,782.15, including WSST.
- D. **13:35:** Commissioners discussed approving Resolution 2253-22 adopting the 2023 Electric Operating Fund, Water Operating Fund, and Wastewater Operating Fund budgets as finally determined. Commissioner Paschall requested that the EDC and NW RiverPartners fees be reduced to \$5000 each. Commissioner Waddell approved of the reduction to NW RiverPartners; however not to the EDC reduction. Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Purser and carried, the Board approved Resolution 2253-22 adopting the 2023 Electric Operating Fund, Water Operating Fund, and Wastewater Operating Fund budgets as finally determined, with the exception of fee reductions to \$5000 each to NW RiverPartners and to the EDC.

- E. **27:31:** Commissioners and staff discussed recent BPA post-2028 contract updates. General Manager Sean Worthington spoke to our BPA account executive Marcus Perry, who advised that BPA's response to our letter to them regarding the western line is under review and will be provided to us within three weeks. Commissioner Paschall expressed concern about moving away from critical water planning in the new contract because the majority of our resource stack is hydro, with annual variances. Critical water planning is used to compensate for these variances in order to define firm, dependable water, which if it is lacking will require that BPA go out to purchase power to cover the lack at greater cost. Commissioner Purser advised that BPA has already approached ENW to determine if they can augment hydro resources with more costly renewables or nuclear. Commissioner Paschall noted that the expected 30% increase in load due to transitioning to electric vehicles due to EV load creates risk for our utility. Accordingly, he recommends the board to support WPAG's Option Three, which best represents Clallam PUD and significantly reduces the need for PUD to pay for costlier Tier 2 resources. Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board agreed to support WPAG's proposed Option Three in regards to BPA post-2028 contract negotiations.

CORRESPONDENCE/COMMUNICATIONS 45:25

General Manager Sean Worthington advised that staff has taken all four of the specific actions (which were unanimously approved by the board) requested by Assistant General Manager John Purvis at the October 24, 2022 board meeting in response to candidate Ken Hays' false statements about Mr. Purvis. The actions were: post Assistant Manager Purvis's response on the PUD website; a statement to all employees regarding the same; a cover letter to KONP; and a cover letter to the Hays campaign.

General Manager Sean Worthington advised that he received a letter from Energy Northwest who is taking the lead for all of their member utilities in obtaining and applying for upcoming grant monies for EV charging stations, infrastructure builds, and small nuclear reactors, etc. on behalf of interested utilities, which General Manager Worthington advised them we are.

General Manager Sean Worthington advised that the Jamestown S'Klallam Tribe has asked PUD to provide a letter of support for a DOE Clean Energy Fund Electrification of Transportation Systems grant. We have done so and will also be an advisor to the Jamestown project.

COMMISSIONER REPORTS 48:08

Commissioner Waddell attended a WPAG meeting. Topics included: resource adequacy; BPA's capacity and power surplus; the process work involved in the Western Resource Adequacy Program (WRAP); and the cost/benefits of the program. He also attended the Peninsula Energy Futures conference, which was sponsored by NODC, PNNL, and the PUD and he complimented Assistant Manager Purvis on his great conference presentations.

Commissioner Paschall advised that he believes that now is the time to for BPA to enter into the WRAP, due to the risk of losing hydro resources to California. He also commented on the current average cost of EV's (\$66K) and lithium batteries (six times what it was two years ago) and expressed concern that legislative mandates to transition 48% of the utility industry's

resource stack to renewables other than hydro, etc. may be difficult to meet without significant increases in costs.

Commissioner Purser attended Energy Northwest executive board and power forum meetings. Topics were: climate change; DOE grants for nuclear power; EN's partnership with Grant PUD which is faltering due to disagreements over siting, the flow of economic benefits, and technologies; talks with BPA about a small nuclear reactor on the Columbia River; micro-reactor opportunities; and the formation of LLCs to move forward with these opportunities.

STAFF REPORTS 1:08

Assistant Manager John Purser attended the Peninsula Energy Futures conference, which was sponsored by NODC, PNNL, and the PUD. He participated in a reliability/resilience panel which conveyed the work we do on an ongoing basis to improve reliability within our service territories. He also participated on a panel on greenhouse emissions and how to work together to reduce them re: EVs; hydrogen fuel cell batteries; and partnerships. Seventy individuals attended including: Clallam County Commissioners; senior management from PNNL, NODL, and the Jamestown and Quinalt Tribes; as well as representatives from BPA, the City of Port Angeles and Sequim; Jefferson PUD; newspapers, WSU; regional transportation planners; Department of Commerce; Clallam emergency management groups; and various other stakeholders. Other topics discussed at the conference were: the possibility of a seismic-stabilized microgrid at the Fairchild airport for emergency operations with which PUD will try to help with grants; Tribes interests in energy projects; challenges with recruiting customers that have large energy requirements due to constraints; minimum levels of acceptable reliability; the problematic BPA-Sappho line; the potential for battery-operated micro-grids to avoid high-demand charges; utilizing our existing AMI system to utilize battery or demand response; and the importance of strategically working together to apply for very competitive grant monies.

Operations Superintendent Jason Siebel provided a report out of the recent outages, which began Friday night about 9 PM. The result of the storm and snow was ten broken power poles and a loss of eight to ten transformers, which resulted in 9,000 customer outages by Saturday morning. The PUD split into three-man crews to address safety issues first and then continued working until all customers were back up within three days. No transmission lines were lost. A brief update on the transformer shortages was provided by Assistant Manager John Purser; we are receiving ad-hoc emergency transformer shipments; however we have not yet received large shipments against our orders. Assistant General Manager Purvis complimented Jason Siebel on his excellent management of the outage. Commissioner Purser and Paschall thanked the crews.

BOARD ACTION ITEMS 1:38

- A. Staff is to revise the budget to reduce the dues to be paid to NW RiverPartners and to the EDC to \$5000 for 2023.

PUBLIC COMMENT 1:38

There was no public comment.

The meeting convened and recessed at 3:09 PM for an executive session which is expected to last approximately 30 minutes. No action after the executive session is expected.

EXECUTIVE SESSION 1:39

Commissioners held an executive session to review the performance of a public employee, pursuant to RCW 42.30.110(1)(g). Those in attendance were Commissioners Purser, Paschall, and Waddell, and General Manager Sean Worthington.

ADJOURN

At 3:50 PM, the meeting reconvened. There being no further business to come before the board, the meeting adjourned at 3:50 PM.

ATTEST:

President

Vice President

Secretary

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

November 14, 2022

SUMMARY VOUCHER APPROVAL
PUBLIC UTILITY DISTRICT #1 OF CLALLAM COUNTY
OPERATING FUND

We certify, under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described herein, and that the attached list of claims are a just, due and unpaid obligation against Public Utility District No. 1 of Clallam County, and that we are authorized to authenticate and certify said claims.

SIGNED *Yoni Carter* DATE 11/22/22
AUDITING OFFICER

[Signature] DATE 11/23/22
GENERAL MANAGER

Vouchers audited and certified by the Auditing Officer and the General Manager have been recorded on the attached list(s) which has been made available to the Board of Commissioners of Public Utility District No. 1 of Clallam County. We, the undersigned Board of Commissioners of Public Utility District No. 1 of Clallam County, approve for payment those vouchers included on the attached list(s):

Summary for Voucher Lists Dated 11/14/2022–11/21/2022

Checks	\$	1,216,601.06
Wire Transfers		2,093,032.66
E-Payment		42,483.67
Prepays		121,566.43 (Solar Incentive Payments)
Total	\$	3,473,683.82

COMMISSIONER

COMMISSIONER

COMMISSIONER

Public Utility District No. 1 of Clallam County
Treasurer's Report October 31, 2022

	9/30/22			Receipts			Disbursements			10/31/22	10/31/21
	Cash	Transfers	Investments	Cash	Transfers	Investments	Cash	Transfers	Investments		
Electric Funds											
Electric Operating Fund	5,534,782.61	5,705,266.88	812,786.63	5,538,236.21	845,652.15		5,668,947.76			19,108,356.61	6,027,745.70
Temporary Investments	21,050,555.26	10,761.99									4,740.30
Safekeeping Account	13,846.74	0.05		27.00						3,200.00	3,350.00
Working Funds	3,200.00										
Escrow in Lieu of Bond Fund											
Rate Stabilization Fund	4,145,145.24									4,145,145.24	3,910,760.94
2018 Construction Fund											
2018 Construction Fund - Inv.											
2022 Construction Fund	4,644,607.81	12,024.01								4,656,631.82	
2022 Construction Fund - Inv.											
Rural Economic Dev. Fund											
CETA Decarbonization Fund	6,968,859.11	18,041.06					6,986,900.17			6,347,231.18	1,453,186.55
Debt Service Funds	1,769,575.02		294,929.17	584,575.00			1,479,929.19			3,444,672.44	
Debt Service Reserve Fund	2,016,087.39						2,016,087.39				
46,148,659.18	5,746,093.99	1,107,715.80		6,122,838.21	845,652.15		46,031,978.61			40,300,043.72	
Water Funds											
Water Operating Fund	64,751.96	167.63	543,466.93				832,459.37			(224,072.85)	1,133,872.78
Water Capital Fund	5,133,464.90	13,289.57	20,650.34							5,167,404.81	4,802,117.21
Debt Service Fund - 2019 Loan	32,200.00		3,925.00							36,125.00	35,608.33
5,230,416.86	13,457.20	568,042.27					832,459.37			4,979,456.96	5,971,598.32
Sewer Funds											
Sewer Operating Fund	87,451.49	226.40	7,445.76				5,626.00			89,497.65	70,744.30
Sewer Capital Fund	147,154.71	380.96	533.69							148,069.36	140,391.50
234,606.20	607.36	7,979.45					5,626.00			237,567.01	211,135.80
Totals	51,611,682.24	5,760,158.55	1,683,737.52				6,122,838.21	1,683,737.52		51,249,002.58	46,482,777.84

Interest	Current Month		
	2022	2021	
Electric Funds	67,583.83	306,139.44	151,983.48
Water Funds	13,457.20	55,534.79	18,609.83
Sewer Funds	807.36	2,228.90	679.27
Total	81,648.39	363,903.13	171,272.58

Cash & Investments	10/31/22		10/31/21	
FF/Gesa/Sound Accounts	30,170,665.54		40,446,941.84	
LGIP				
Working Funds	3,200.00		3,350.00	
Safekeeping	13,819.79		4,740.30	
Investments	21,061,317.25		6,027,745.70	
Total	51,249,002.58		46,482,777.84	

Cash & Investments

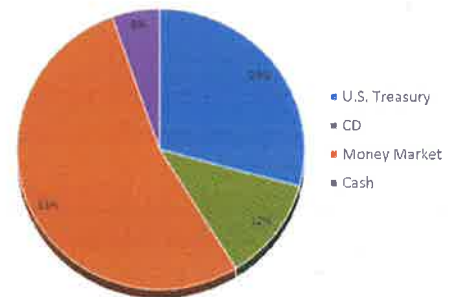
October 31, 2022

Avg. Weighted Yield - Money Market	3.03%
Avg. Weighted Yield - Investments	0.70%
Avg. Days to Maturity	46

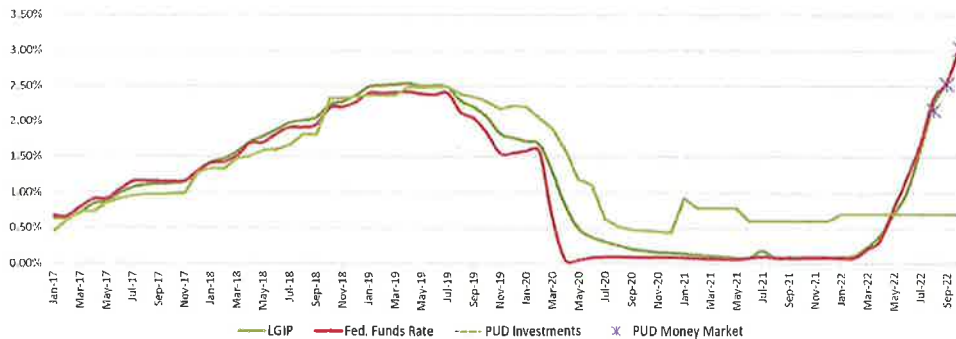
Cash & Investment Portfolio

Electric	Investment Instrument	Yield/Rate	Term	Maturity Date	Balance
Gesa CU	CD	0.70%	12 MO.	1/28/2023	3,034,284.42
Gesa CU	CD	0.70%	12 MO.	1/21/2023	3,033,969.57
U.S. Treasury	U.S. Treasury	0.70%	289 Days	11/30/2022	14,993,063.26
				Subtotal	21,061,317.25
All Systems					
LGIP		N/A			-
FF Money Market		3.03%			24,069,816.25
Sound Money Market		3.06%			3,312,003.07
Cash**		Varied			2,805,866.01
				Subtotal	30,187,685.33
				Total	\$ 51,249,002.58

**Cash held at FF, Sound, Gesa and US Bank (incl Working Funds), excl. Money Market



Rate History: LGIP, Fed Funds Rate, & PUD Investment Portfolio



Public Utility District No. 1 of Clallam County
Treasurer's Report October 31, 2022

Cash Receipts

Electric	Collections	5,678,510.16	
	Allocated Interest	26,756.72	
	Subtotal	5,705,266.88	
Temp. Investments	Bond Income	7,167.96	
	CD Interest	3,594.03	
	Subtotal	10,761.99	
Safekeeping	Treasury Bond Interest	-	
	Safekeeping Interest	0.05	
	Subtotal	0.05	
2022 Construction Fund	Allocated Interest	12,024.01	
CETA Decarbonization Fund	Allocated Interest	18,041.06	
Water	Collections	-	
	Allocated Interest	167.63	
	Subtotal	167.63	
Water Capital Fund	Allocated Interest	13,289.57	
Sewer	Collections	-	
	Allocated Interest	226.40	
	Subtotal	226.40	
Sewer Capital Fund	Allocated Interest	380.96	
	Total	5,780,158.55	

Cash Disbursements

Electric	Checks Iss'd/Fees	5,538,236.21	
	Subtotal	5,538,236.21	
Safekeeping Account	Fees	27.00	
Debt Service Fund - 2010	Principal & Interest	141,225.00	
Debt Service Fund - 2014	Principal & Interest	35,875.00	
Debt Service Fund - 2016	Principal & Interest	87,825.00	
Debt Service Fund - 2018	Principal & Interest	180,950.00	
Debt Service Fund - 2022	Principal & Interest	138,700.00	
	Subtotal	584,575.00	
Water			
Debt Service Fund - 2019 Loan		-	
	Total	6,122,838.21	

Transfers In

Electric	From Water Op warehouse rent	1,990.00	
	From Water Op GIS Loan Payment	-	
	From Wat/Sew Op shared services	39,781.91	
	From Wat/Sew Op Current Month Payroll	140,019.43	
	Intercompany Trfs. - fleet, materials OH, etc. (WS)	3,600.31	
	From Wat/Sew Current Month Voucher & RnV	627,394.98	
	From Working Funds	-	
	From 2022 Construction Fund	-	
	Subtotal	812,786.63	
CETA Decarbonization Fund	From Elec Op	-	
Debt Service Funds	From Electric Op monthly debt service transfers	294,929.17	
Water	From Electric Op for Current Month Receipts	534,394.50	
	Intercompany Trfs. - fleet, materials OH, etc. (ES)	9,072.43	
	From Sewer Op promissory note pymt.	-	
	Subtotal	543,466.93	
Water Capital Fund	From Water Op for charges billed	20,650.34	
	From Water Op Transfer	-	
	Subtotal	20,650.34	
Debt Service Fund - 2019 Loan	From Water Op	3,925.00	
Sewer	From Electric Op for Current Month Receipts	7,445.76	
	Intercompany Trfs. - fleet, materials OH, etc. (EW)	-	
	Subtotal	7,445.76	
Sewer Capital Fund	From Sewer Op for charges billed	533.69	
	Total	1,683,737.52	

Transfers Out

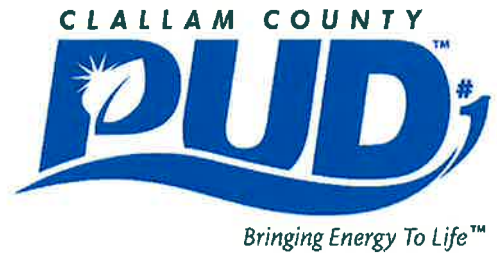
Electric	To 2010 Electric Debt Service Fund	73,120.83	
	To 2014 Electric Debt Service Fund	64,312.50	
	To 2016 Electric Debt Service Fund	75,054.17	
	To 2018 Electric Debt Service Fund	59,325.00	
	To 2022 Electric Debt Service Fund	23,116.67	
	To CETA Fund	-	
	To Wat/Sew Op Current Month Receipts	541,840.26	
	Intercompany Trfs. - fleet, materials OH, etc. (S)	-	
	Intercompany Trfs. - fleet, materials OH, etc. (W)	8,882.72	
	Subtotal	845,652.15	
Working Funds	To Electric Op	-	
2022 Construction Fund	To Electric Op	-	
Water	To Electric Op Current Month Payroll	137,657.75	
	To Electric Op warehouse rent	1,990.00	
	To Electric Oper shared services	39,377.94	
	To Electric Op Current Month Vouchers & RnV	625,258.03	
	To Electric Op GIS Loan Payment	-	
	Intercompany Trfs. - fleet, materials OH, etc. (E)	3,600.31	
	To Water Capital Fund charges billed	20,650.34	
	To Debt Service Fund - 2019 Loan	3,925.00	
	Subtotal	832,459.37	
Sewer	To Electric Op Current Month Payroll	2,361.68	
	To Elec Oper shared services	403.97	
	To Electric Op Current Month Vouchers & RnV	2,136.95	
	Intercompany Trfs. - fleet, materials OH, etc.	-	
	To Water Op promissory note pymt	-	
	Intercompany Trfs. - fleet, materials OH, etc. (W)	189.71	
	To Sewer Capital Fund charges billed	533.69	
	Subtotal	5,626.00	
	Total	1,683,737.52	

Investments Matured/Purchased

Operating Fund			
	Subtotal	-	
Safekeeping			
	Subtotal	-	
Temp. Investments			
	Subtotal	-	
2022 Construction Fund			
	Total	-	

Investments Matured/Purchased

Operating Fund			
	Subtotal	-	
Safekeeping			
	Subtotal	-	
Temp. Investments			
	Subtotal	-	
2022 Construction Fund - Inv.			
	Total	-	



MEMORANDUM

Date: November 28, 2022
To: Sean Worthington, General Manager
From: John Purvis, Assistant General Manager
Terry Lind, Operations Manager
Re: RECOMMEND AWARD MEMO
DIESEL FREIGHTLINER M2 106 WITH 40 FT MANLIFT BUCKET
SOURCEWELL CONTRACT NO. 110421-TIM
TIME MANUFACTURING COMPANY dba VERSALIFT QUOTE NUMBER N-23458

This bid is for a 40 ft. manlift bucket truck specifying for a Freightliner chassis in order to promote uniformity in current District fleet of bucket trucks using Sourcewell contract number 110421. The specification for a particular chassis allows District uniformity in the chassis allowing swapping of parts and no additional equipment or training for affordable repairs in field or District shop. The equipment was budgeted and estimated at \$180,000. Due to extreme supply and demand issues nationwide, all bids received are higher than originally budgeted more than one year ago and requiring much longer lead times for manufacturing and delivering. Due to this unpredictable environment, Resolution 2244-22, on June 27, 2022, the Board authorized the District to solicit for the purchase of these long lead-time vehicles and equipment.

After evaluation of bids received from Sourcewell contract 110421, for a diesel Freightliner M2 106 4x4 cab-chassis truck with 40 ft. manlift bucket, staff recommends the District award the purchase of the below-referenced equipment, in the amount of \$236,332.00, to the lowest bidder, Time Manufacturing Company dba Versalift for the following:

- (1) Versalift VST-40-I insulated 40 Ft. telescopic aerial platform lift with 45 Ft. working height, on Freightliner M2-106 cab and chassis.

Not to Exceed Total: \$236,332.00 (not including tax)

Accepted by Board of Commissioners at meeting of: _____, 20__.

Sean Worthington, General Manager

40Ft Bucket Truck
SOURCEWELL CONTRACT 110421
RFP DUE: November 1, 2022, 2:30 p.m.

VENDOR	AMOUNT	DELIVERY TIME	NOTES
VERSALIFT	\$ 236,332.00	400-420 days or 60 days after chassis	Quote good for 30days, Price subject to change until delivery
TEREX	\$ 271,986.00	480-770 days	Quote good for 30days, Price subject to change until delivery
ALTEC	\$ 300,159.40	No more than 50 months	Quote good for 45days, Price subject to change until delivery



MEMORANDUM

Date: November 28, 2022
To: Sean Worthington, General Manager
From: John Purvis, Assistant General Manager
Terry Lind, Operations Manager
Re: RECOMMEND AWARD MEMO
DIESEL FREIGHTLINER MODEL 114 SD WITH 55 FT AERIAL DEVICE
SOURCEWELL CONTRACT NO. 110421-TER
TEREX UTILITIES INC QUOTE NUMBER QU22830

This bid is for a 55 ft. manlift bucket truck specifying for a Freightliner chassis in order to promote uniformity in current District fleet of bucket trucks using the Sourcewell contract number 110421. The specification for a particular chassis allows District uniformity in the chassis allowing swapping of parts and no additional equipment or training for affordable repairs in field or District shop. The equipment was budgeted and estimated at \$400,000. Due to extreme supply and demand issues nationwide, all bids received are higher than originally budgeted more than one year ago and requiring much longer lead times for manufacturing and delivering. Due to this unpredictable environment, Resolution 2244-22, on June 27, 2022, the Board authorized the District to solicit for the purchase of these long lead-time vehicles and equipment.

After evaluation of quotes received from Sourcewell contract 110421, for a diesel Freightliner Model 114SD cab-chassis truck with 55 ft. aerial manlift bucket, staff recommends the District award the purchase of the below-referenced equipment, in the amount of \$508,473.00, to the responsive bidder that meets or exceeds all District specifications, Terex Utilities, Inc., for the following:

- (1) Terex Hi-Ranger OPTIMA-HRX55, Insulated Overcenter 55Ft Aerial device on Freightliner 114SD 6x4 regular cab 60,000 rated chassis.

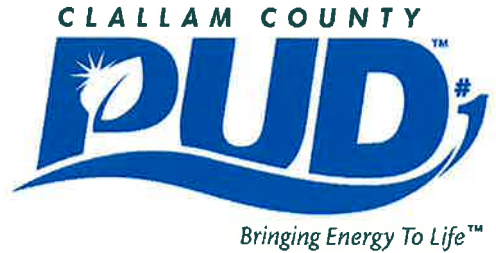
Not to Exceed Total: \$483,481.00 (not including tax)

Accepted by Board of Commissioners at meeting of: _____, 20__.

Sean Worthington, General Manager

55Ft Bucket Truck, Freightliner 114SD
RFP DUE: November 1, 2022, 2:30 p.m.
Sourcwell Contract 110421

VENDOR	AMOUNT	DELIVERY TIME	NOTES
VERSALIFT	\$ 375,840.00	400-450 days or 60 days after chassis	Quote good for 30days, price subject to change by delivery, Boom doesn't match requested spec and too long
VERSALIFT	\$ 306,385.00	400-450 days or 60 days after chassis	Alternative quote- Reverse Mounted, good for 30days, Boom doesn't match requested spec and too long
ALTEC	\$ 644,774.00	ETA year of 2028	
TEREX	\$ 483,481.00	480-770 days	Quote good for 30days, price subject to change by delivery, 12mo unlimited tow \$550/incident



MEMORANDUM

Date: November 28, 2022

To: Sean Worthington, General Manager

From: John Purvis, Assistant General Manager
Terry Lind, Operations Manager

Re: RECOMMEND AWARD MEMO,
DIESEL FREIGHTLINER 114SD 6x4 REGULAR CAB CHASSIS
WITH 60 FT DIGGER DERRICK
SOURCEWELL CONTRACT NO. 110421-TER
TEREX UTILITIES INC QUOTE NUMBER QU22829

This bid is for a 60 ft. digger derrick specifying for a Freightliner chassis in order to promote uniformity in current District fleet of heavy-duty trucks. The specification for a particular chassis allows District uniformity in the chassis allowing swapping of parts and no additional equipment or training for affordable repairs in field or District shop. The equipment was budgeted and estimated at \$500,000. Due to extreme supply and demand issues nationwide, all bids received were higher than originally budgeted more than one year ago and requiring much longer lead times for manufacturing and delivering. Due to this unpredictable environment, Resolution 2244-22, on June 27, 2022, the Board authorized the District to solicit for the purchase of these long lead-time vehicles and equipment.

After evaluation of bids received from Sourcewell contract 110421, for a diesel Freightliner 114SD cab-chassis truck with 60 ft. digger derrick, staff recommends the District award the purchase of the below-referenced equipment, in the amount of \$634,022.00, to the responsive bidder that meets or exceeds all District specifications, Terex Utilites, Inc. for the following:

- (1) Terex Commander 6060 Model a Hydraulic Rotating Digger Derrick device installed on a Freightliner 114SD 6x4 Regular Cab Chassis.

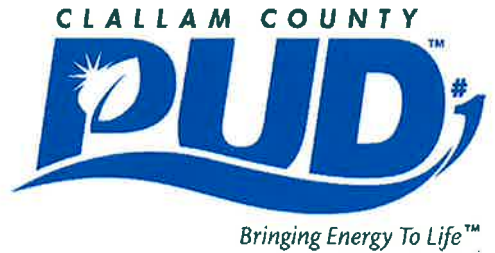
Not to Exceed Total: \$634,022.00
(not including tax)

Accepted by Board of Commissioners at meeting of: _____, 20__.

Sean Worthington, General Manager

60Ft Digger Derrick
RFP DUE: October 31, 2022, 2:30 p.m.
SOURCEWELL CONTRACT 110421

VENDOR	AMOUNT	ALL ADDENDUM(S) ACKNOWLEDGED	DELIVERY TIME	NOTES
ALTEC	\$ 772,007.00	Y	NO LATER THAN year 2028	QUOTE GOOD FOR 45 DAYS
TEREX	\$ 634,022.00	Y	480-770 DAYS	QUOTE GOOD FOR 30 DAYS, PRICE CAN CHANGE UNTIL SHIPPED, 12MO UNLIMITED TOW \$550/INCIDENT
VERSALIFT	\$ 423,815.00	Y	400-450 or 60 days after chassis	QUOTE GOOD FOR 30 DAYS, LIFTING CAPACITY DOES NOT MEET REQUESTED SPECIFICATIONS



MEMORANDUM

Date: November 28, 2022
To: Sean Worthington, General Manager
From: John Purvis, Assistant General Manager
Terry Lind, Operations Manager
Re: RECOMMEND AWARD MEMO
DIESEL FREIGHTLINER M2-106 4x4 WITH 70 FT AERIAL DEVICE
SOURCEWELL CONTRACT NO. 110421-TER
TEREX UTILITIES INC QUOTE NUMBER QU22828 AND QU14437

This bid is for a 70 ft. tree trimming truck specifying for a Freightliner chassis in order to promote uniformity in current District fleet of heavy-duty trucks using the Sourcewell contract number 110421. The specification for a particular chassis allows District uniformity in the chassis allowing swapping of parts and no additional equipment or training for affordable repairs in field or District shop. The equipment was budgeted and estimated at \$325,000. Due to extreme supply and demand issues nationwide, all bids received are higher than originally budgeted more than one year ago and requiring much longer lead times for manufacturing and delivering. Due to this unpredictable environment, Resolution 2244-22, on June 27, 2022, the Board authorized the District to solicit for the purchase of these long lead-time vehicles and equipment.

After evaluation of bids received from Sourcewell contract 110421, for a diesel Freightliner M2-106 4x4 chassis truck with 70 ft. aerial device, staff recommends the District award the purchase of the below-referenced equipment, in the amount of \$379,071.00, to the responsive bidder that meets or exceeds all District specifications, Terex Utilities, Inc., for the following:

- (1) Terex XT PRO 60/70, Insulated Over-center Aerial Device on Freightliner M2-106 regular cab 4x4 chassis.

Not to Exceed Total: \$379,071.00 (not including tax)

Accepted by Board of Commissioners at meeting of: _____, 20__.

Sean Worthington, General Manager

70Ft Elevator Tree Trimming Truck
RFP DUE: October 31, 2022, 2:30 p.m.
Sourcewell Contract 110421

VENDOR	AMOUNT	DELIVERY TIME	NOTES
ALTEC	\$ 431,954.00	55-58 months	Quote valid until 12/15, price can change until shipped, 5yr towing \$550/incident, 5yr warranty
TEREX	\$ 379,071.00	448-770 days	Quote valid 30days, price can change until shipped, 1yr unlimited towing \$550/incident
VERSALIFT	\$ 306,385.00	400-450 days or 60 days after chassis	Man-bucket does not match requested spec and too small

A Resolution Adjusting the Compensation and Terms of Employment for Sean Worthington,
General Manager of Public Utility District No. 1 of Clallam County

WHEREAS, the Commissioners of Public Utility District No. 1 of Clallam County have reviewed the performance of General Manager, Sean Worthington; and

WHEREAS, the General Manager was entitled to a six-month review in June 2022 and an annual review for 2022; and

WHEREAS, the Seattle-Tacoma-Bellevue, WA twelve-month Consumer Price Index (CPI) is currently at 8.9%; and

WHEREAS, the Commissioners have determined that Sean Worthington's performance, coupled with inflation, warrants an increase in compensation, benefits and severance in accordance with his six-month and twelve-month reviews; and

WHEREAS, the current annual salary for Sean Worthington is \$209,000.00 and severance compensation and benefits are limited to twelve (12) months; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Clallam County, as follows:

1. The salary of the General Manager is hereby set at \$219,480 for calendar year 2023, and shall be adjusted for inflation thereafter.
2. Certain fringe benefits shall be modified per amendment to the General Manager's Employment Agreement.
3. That severance compensation and benefits are increased to twenty-four (24) months.
4. That further changes to the General Manager's Employment Agreement Language, specifically clarifying and modifying for compliance, shall be made as defined per amendment to the General Manager's Employment Agreement.

BE IT FURTHER RESOLVED that the President of the Board of Commissioners is hereby authorized to execute an Amendment to the General Manager's Employment Agreement denoting the modifications of this resolution in greater detail and specificity.

APPROVED AND ADOPTED by the Commissioners of Public Utility District No. 1 of Clallam County this 28th day of November, 2022.

President

ATTEST:

Vice President

Secretary

RESOLUTION 2254-22

A Resolution Establishing Compensation and Terms of Employment
For John Purvis as General Superintendent of
Public Utility District No. 1 of Clallam County

WHEREAS, the District is a municipal corporation organized under the laws of the State of Washington pursuant to Title 54 RCW, and is the owner-operator of a combined electric, water, sewer, and fiber utility; and

WHEREAS, the Commissioners of Public Utility District No. 1 of Clallam County have reviewed the employment arrangement and performance of current Assistant General Manager John Purvis; and

WHEREAS, the Commissioners desire to confirm by this Resolution the change of title of the Assistant General Manager to the General Superintendent, and concurrently establish certain terms of employment of the General Superintendent of the District and enter into an employment agreement setting forth said terms; and

WHEREAS, John Purvis' employment shall remain at-will, and terminable without advance notice by either party, subject to the terms of the Employment Agreement; and

WHEREAS, in consideration of John Purvis' at-will status, it is in the interest of both Mr. Purvis and the District to provide severance in the event of termination by the District, as further defined in the Employment Agreement; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of Public Utility District No. 1 of Clallam County hereby approve the proposed Employment Agreement attached hereto as Exhibit A. Mr. Purvis' employment as General Superintendent shall commence upon the mutual execution of the Employment Agreement and continue indefinitely henceforth, pursuant to the terms of the contract attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that the base salary of Mr. Purvis is hereby unchanged from its current amount as of the time of this agreement, but said salary and benefits are subject to adjustment by the General Manager as he/she it deems appropriate, consistent with the employment contract.

BE IT FURTHER RESOLVED that this appointment is at will and at all times subject to the pleasure of the District.

BE IT FURTHER RESOLVED that the General Manager is hereby authorized to execute the proposed employment contract in substantially the form of Exhibit A.

APPROVED AND ADOPTED by the Commissioners of Public Utility District No. 1 of Clallam County this 28th day of November, 2022.

President

ATTEST:

Vice President

Secretary

EXHIBIT A

EMPLOYMENT AGREEMENT BETWEEN PUBLIC UTILITY DISTRICT NO. 1 OF CLALLAM COUNTY AND JOHN PURVIS

THIS AGREEMENT is made this 28th day of November 2022, by and between John Purvis (“Employee” or “General Superintendent” or “GSI”) and the Public Utility District No. 1 of Clallam County, Washington (“Employer” or “District”) and collectively, known as the “Parties.”

WHEREAS, the Board of Commissioners of the District, hereinafter referred to as the “Board,” would like to offer this contract to Employee in order to continue his ongoing employment, with a change in title and job duties to the role of General Superintendent, according to the general terms and conditions outlined below; and

WHEREAS, the District is a municipal corporation organized under the laws of the state of Washington pursuant to Title 54 RCW, and is the owner-operator of a combined electric, water, sewer, and fiber utility; and

WHEREAS, the parties desire to enter into an agreement setting forth the terms and conditions of the GSI’s employment; and

WHEREAS this Employment Agreement is intended to:

1. Recognize Employee’s considerable contributions and proven performance to the District; and
2. Provide fair compensation as compared to similarly qualified professionals providing comparable services in a similar business environment; and
3. Express the ongoing commitment between the Board, the Employee, the District’s bond holders, rate payers, and to the community at large, that this employment relationship is intended to be lasting and durable, consistent with applicable law; and

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. **TERMS OF EMPLOYMENT.** All provisions of this Agreement shall commence immediately upon full execution of this agreement and shall continue indefinitely thereafter unless modified by mutual consent of the Parties, upon resolution, or upon termination by either party as set forth, conditioned, and defined herein. The District shall employ the GSI at-will in accordance with applicable law, and subject to the terms and conditions set forth in the agreement.

A. COMPENSATION

- 1) **Base Salary.** The execution of this Agreement is not intended to modify the GSI's base salary at the time of execution. In no event shall the GSI's Base Salary be decreased during the term of this agreement without the approval of the GSI.
- 2) **Hours of Work.** The GSI is a salaried employee who is retained for employment for his leadership, executive skills, and managerial duties. The GSI is expected to be available to work all hours of the day and night including weekends in critical circumstances to meet business and operational needs. As an exempt salaried employee, the GSI shall not be entitled to receive overtime pay.
- 3) **Travel Expenses.** The District will reimburse the GSI for all the GSI's reasonable expenses associated with travel for District business, including meals and lodging in accordance with District policies. The District will reimburse the GSI for his business-related mileage driven in the course of his employment. The reimbursement rate will be equal to the optional standard mileage rate for business miles as established by, and as from time to time adjusted by, the Internal Revenue Service.

B. EMPLOYEE BENEFITS

- 1) **Holidays.** The GSI shall be entitled to the paid holidays and floating holidays as provided for all other Managers and Supervisors employed by the District.
- 2) **Paid Time Off (PTO).** The GSI shall be entitled to thirty-two (32) days of paid time off per anniversary year. The GSI shall accrue a maximum of 1200 hours in his PTO bank per anniversary year. All other District PTO policies applicable to the GSI's job classification will apply to the use, carry-over, pay-out, and/or administration of PTO benefits unless provided otherwise by the terms of this agreement.
- 3) **Medical, Dental, VEBA, Disability and Life Insurance Benefits.** The District agrees to include the GSI and his family in the District's hospital, medical, dental and vision insurance plans as provided to all other regular full-time employees of the District. VEBA and Disability insurance for the GSI will be provided in accordance with the District staff policy. Life Insurance will be provided in accordance with the District's Executive Policy.
- 4) **PERS.** The District agrees to pay contributions to the Washington State Public Employees Retirement System in accordance with the laws of the State of Washington.

- 5) **Professional Memberships.** The District agrees to pay the annual membership dues of the GSI in organizations such as WPUA, APPA, NWPPA, AWWA and other organizations that would benefit the District, and the District encourages the GSI to take an active role in such organizations and their programs.
 - 6) **457 Contribution.** The District shall contribute to the Employee's 457 account as a payroll deduction from Employee's salary in an amount designated by Employee in accordance with IRS guidelines.
 - 7) **Other Benefits.** The District shall provide to the GSI such other benefits as are available to District employees and for which the GSI is eligible pursuant to District policies.
- C. **PERFORMANCE REVIEW.** The General Manager of the District shall conduct an annual performance review in January of each year. The review shall be for the purpose of evaluating the performance of the GSI during the previous year and establishing job expectations for the next review period. At each performance review the General Manager may recommend a cost of living adjustment to the GSI's Base Salary, a merit based salary increase, and/or a merit based bonus to the GSI based on the performance for that review period.
- D. **CONDUCT.** The GSI shall obey and comply with all lawful resolutions and policies of the District and shall use his best efforts to promote the District and to maintain the success, reputation, and proprietary interest of the District. The essential job functions of the GSI shall be as set forth in the GSI's job description, attached as *Exhibit A*, and as amended from time to time by the Board.
- E. **DUTIES.** The GSI shall render full-time professional services to the District in the capacity as General Superintendent of the District. He shall at all times, faithfully, industriously and to the best of his ability, perform all duties that may be required of him by virtue of his position as General Superintendent and elsewhere under applicable law or District policies.
- F. **RETENTION, TERMINATION AND SEVERANCE**
- 1) In accordance with applicable law, Employee is an at-will employee and is employed at the pleasure of the District. The District may remove the Employee at any time, for any reason. At the same time, Employee may choose to resign or retire at any time, for any reason. Retention and severance provisions in an agreement such as this reflect appropriate incentives for both the District and the General Superintendent to work together diligently for the betterment of the relationship, which is beneficial to the District's ongoing operations.

- 2) Within 30 days following termination by the District, the District shall pay the equivalent of twenty four (24) months' salary and benefits as severance. Payment shall be made either in a lump sum amount or over a mutually agreed time period, at the discretion of the District. However, Employee shall not be entitled to the twenty four (24) months' severance described herein if his employment is (i) terminated for cause, which includes Employees: a) willful refusal to perform the duties set forth in the GSI's job description; b) conviction or no contest plea of violation of any federal, state or local laws involving the commission of a gross misdemeanor or felony; (c) continued or repeated abuse of alcohol or controlled substances; d) misrepresentation, deception, fraud, theft, or dishonesty; e) any act or omission which materially impairs the District's business operations, good will, or reputation; f) violation of the District's harassment, discrimination or employment policies or any other act of material misconduct as determined by the Board; and g) any other material breach of this Agreement by the GSI or (ii) disability of the Employee rendering Employee unable to perform the duties of his position for an aggregate period of 90 days or more, or (iii) death of the Employee.
- 3) Employee may terminate this Agreement at any time, using his best efforts to afford the District at least three (3) months' notice of such termination. Should Employee terminate this Agreement, he will not be owed or entitled to any severance payments, or healthcare benefit continuation, except as provided for in paragraph 8 (B).

G. BENEFITS UPON TERMINATION

- 1) Following termination, the District shall continue to pay healthcare coverage for benefits received by the Employee at the time of termination under the District's healthcare plan for a period of (24) twenty four months or, at the election of Employee, the District shall pay a lump sum amount equivalent to twenty four (24) months of benefit premium in the amount equal to the COBRA payments for such coverage; provided, however, Employee shall not be entitled to healthcare benefit continuation or the lump sum premium payment if Employee is terminated for cause pursuant to Section 7 (C) (i) or as a result of Employee's death pursuant to Section 7 (C) (iii).
- 2) At the time of separation, Employee shall be entitled to all PTO, Banked Leave, VEBA and other accrued earnings ordinarily paid to employees in Employee's job classification separating from employment in accordance with District policies.
- 3) Nothing in this Agreement shall be construed to prevent Employee from seeking or accepting other Employment upon termination.

H. **RELEASE.** In the event Employee accepts any of the severance payments, Employee agrees to and waives all actual or potential legal claims against Employer, whether facts that may support such claims exist now or at any time in the future. As a condition of accepting any severance benefits, Employee promises not to sue, make any claims or initiate any legal, regulatory or administrative actions against Employer or its agents, Board members, attorneys, assigns and employees in any forum and agrees to fully releases and discharges Employer, its agents, Board members, attorneys, assigns and employees from any and all claims, causes of action, damages, attorneys' fees, costs, or consequential damages arising out of Employee's employment relationship with Employer or separation thereof. This release includes all claims for direct and indirect damages, expenses, attorneys' fees, and all claims in law and in equity. It is understood that this release also includes, without limitation, all claims under any theory of negligence or common law torts, breach of contract, any deprivation of civil rights (including federal or state constitutional rights or due process violations), and the release of all federal, state and local statutory claims including, but not limited to, 42 U.S.C. Section 1983, Title VII of the Civil Rights Disabilities Act, and the Washington Law Against Discrimination, and all other federal, state or local laws regulating the employment relationship. Employee further agrees by his acceptance of any severance payments not to interfere with the operations of the District or disparage the District, its Board members, staff, contractors, agents, and assigns in any manner and agrees to keep the terms of this Agreement, and the circumstances surrounding his termination, confidential unless legally entitled or obligated to disclose such circumstances. Employee agrees to promptly execute a complete release of any and all liability arising from the employment relationship as a condition of payment of any severance pay in the form of an agreement prepared by and approved by the District. Otherwise, this Agreement is sufficient to release employer from all liability as described herein.

1) **OWBPA COMPLIANCE.** In compliance with the Older Worker Benefit Protection Act, Employee has been provided twenty-one (21) days in which to consider this agreement and the release herein, and seven (7) days to revoke said agreement. Employee's acceptance of the agreement by signing below waives any remaining consideration period. Employee was advised to and had the opportunity to discuss this agreement with counsel prior to the conclusion of the consideration and revocation periods.

I. **NON-DISCLOSURE.** Employee agrees that, while employed by the District, and following termination of such employment for any reason, he will not disclose, except as required by duties to the District, any secret, confidential, proprietary, or non-public information of the District, of which the Employee becomes informed while so employed, whether or not developed by the Employee. In addition, all records, files, documents, and data of all types relating to District operations are the sole property of the District. Promptly upon the termination of employment with the District,

Employee shall return to the District all of the District's secret, confidential and proprietary information and all the District's records, files, documents, and data of all types, and Employee shall not retain or allow any third party to retain photocopies or other reproductions of any of the District's information or property described herein.

J. RESIDENCE. The GSI, as a condition of this Agreement, shall be required to maintain primary residence within Clallam County while in the position as the GSI.

K. DISPUTE RESOLUTION. The Parties shall attempt to resolve any dispute that arises out of the interpretation, performance, enforcement, or any other aspect of this Agreement by agreement, whether through mediator or otherwise, and in the absence of the same, any such dispute shall be resolved by civil action in Clallam County Superior Court. Any such action shall be governed by the application of the laws of the state of Washington. The prevailing party shall be entitled to its reasonable attorney fees and costs associated with such action.

L. INDEMNIFICATION, DEFENSE, AND HOLD HARMLESS. On the Employee's request, the District shall indemnify, defend, and hold Employee harmless against any third-party allegations, claims or judgments brought against him for his good faith actions within the scope of his employment.

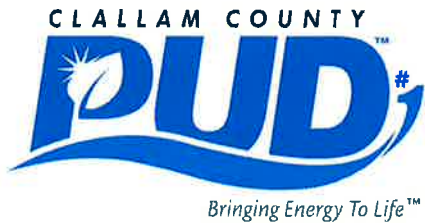
SIGNED at Sequim, Washington after approval of the Commissioners of Public Utility District No. 1 of Clallam County on the 28th day of November, 2022.

GENERAL MANAGER

CLALLAM COUNTY PUD NO. 1
GENERAL SUPERINTENDENT

Sean Worthington

John Purvis



JOB DESCRIPTION

Position:	GENERAL SUPERINTENDENT
Location:	Administration Main Building
Status:	Regular, Full-time, Exempt Staff Position
Work Week:	Monday through Thursday
Supervisor:	General Manager
Salary Range:	Range 27 (\$10,856 - \$17,641 per month)

PURPOSE: Manage and direct the Operations, Engineering, Facility, Support Services, Contracts and Power and Conservation Departments in a manner that ensures maximum continuity of service, efficient operation of the systems and economical use of personnel, equipment, vehicles and materials to facilitate accomplishment of the District's mission and goals.

ESSENTIAL JOB FUNCTIONS

- Manage and direct managers and supervisors of the Operations, Engineering, Fleet, Facilities, and Support Services Departments.
- Administer District Contracts and Procurement Policies.
- In absence of a Power Manager, oversee Power and Conservation departments and ensure compliance with EIA, CETA and CCA.
- Administer the District's performance management plan for supervised employees.
- Manage and direct all aspects of the District's electric operations including construction, maintenance, and capital programs.
- Manage and administer the District's short- and long-term capital planning, and associated Planning Studies.
- Manage the operation and maintenance of the District's electrical system to ensure maximum efficiency, reliability and customer satisfaction.
- Oversee preparation of Operations, Engineering, Facilities, Contracts, Power and Conservation department budgets. Manage annual budgets for each noted department.
- Develop and supervise asset management plans for the District's physical plant requirements including buildings, poles, vegetation, substation, meters, transformers, vehicles, equipment electric system, SCADA, radio system, risk management and security.
- Ensure District compliance with all regulatory agencies including RCW, WAC, EPA, DOE, FERC and WECC.
- Promote and ensure information flow and collaboration among supervised departments and with other District departments.

ESSENTIAL JOB FUNCTIONS (continued)

Manage and ensure the District fleet of vehicles and equipment is properly maintained and meets requirements, including a 10-year replacement plan.

- Ensure Engineering, Operations and Contractors follow District constructions standards when building new or maintaining existing electric systems.
- Advise Commissioner and management on compliance with applicable regulations state laws pertaining to District operations.
- Skills to present complex or controversial issues to the Board of Commissioners and the public in an articulate, clear, and persuasive manner.
- Administer and manager assigned sections of the District's *Strategic Plan* and associated Strategic Projects.
- Oversee the use of the District's *Outage Management System* and coordinate dispatching functions to ensure efficient and safe operation of the electric, water/wastewater and broadband facilities.
- Senior oversight of District's *Answering Service and Associated Procedures*.
- Ensure the District work order and mapping system is efficient, accurate and provides reliable information for District operation.
- Actively participate in District labor management functions.
- Manage and promote an *Accident Prevention Program* for all District employees.
- Manage the District *Claims Management Program*.
- Manage and provide oversight for the District's procurement activities including contracts to ensure compliance with State statutes and District policies.
- Attend or represent the District in utility-related organizations or agencies as designated by the General Manager.

ADDITIONAL JOB FUNCTIONS

- Provide input in determining all District policies, regulations and strategic planning.
- Ensure that all supervised department employees have adequate training, education and experience to be proficient in the execution of their job functions.
- Keep abreast of new products, materials, equipment and technologies that would assist in accomplishing the District's mission as related to supervised departments.
- Other duties as assigned.

JOB STANDARDS

- **Knowledge, Skills and Abilities:**
 - Must have the ability to manage and supervise effectively, plan and organize work schedules, make sound decisions, develop solutions to situations and train others.
 - Must have exemplary leadership ability to enable, empower and motivate employees to willingly accomplish District goals and objectives through individual and team performance.
 - Must be familiar with fundamentals of electricity as they relate to transformer connections, current, voltage, equipment loading and the operation of the system.
 - Must be familiar with electrical construction standards and practices.
 - Must be familiar with utility procurement practices including contracts; knowledge of public procurement, contracting and labor laws preferred.

- Must have the ability to understand, follow, and communicate accurate, clear and concise written and verbal information; and be able to efficiently and effectively communicate using electronic applications.
 - Must have the ability to efficiently and effectively organize, prioritize and perform multiple job functions to enable yourself and others to meet critical deadlines.
 - Must be familiar with materials, tools and equipment commonly used in the electric utility industry.
 - Knowledge of effective electric utility vegetation management practices.
 - Must have a thorough knowledge of all aspects of electric utility fleet management.
 - Must develop a thorough knowledge of the District's ***Accident Prevention Rules*** and applicable state and federal safety regulations.
 - Must have math, reading and writing skills required for the job functions.
- **Education, Experience and Training:**
 - A bachelor's degree in electrical engineering required.
 - Professional Engineer license in the State of Washington required.
 - Public contract and labor negotiation experience preferred.
 - Must have a minimum of 20 years electric utility Operations and Engineering experience with progressively increasing management responsibilities.
 - Public contracting experience required.
- **Other Requirements:**
 - Must pass a District physical examination and be able to perform essential job functions.
 - Must have a valid Washington State driver's license and a safe driving record. Employees moving to Washington will have up to six months to obtain the State license.

WORKING CONDITIONS:

- The job functions will generally be performed in an indoor environment. There may be occasional outdoor work in moderate or adverse weather.
- The job functions require traversing areas where footing may be poor and the ground uneven.
- Job functions on and around mechanized equipment will present the need for alertness and safety awareness.
- The job functions include working with persons who exhibit many types of personalities and behaviors.
- May encounter the need to work with hazardous materials.

PHYSICAL REQUIREMENTS:

- The work requires the ability to operate tools, equipment, vehicles and machinery associated with the job functions.
- The work requires the ability to observe system condition from a long distance; work in limited light and differentiate among colors.
- The work requires the ability to answer questions and communicate with coworkers, customers and others in person, via email and on telephones and mobile radios.

PHYSICAL REQUIREMENTS (continued):

- The work requires the ability to see and hear in order to detect problems and ensure the safety of employees and others in response to exposure to the hazards associated with this position.
- Work activities involve combinations of walking, pushing, pulling, bending, climbing, sitting for extended periods, lifting and carrying and standing for extended periods.
- The work may require performance of moderate labor, lifting and carrying up to 40 pounds, climbing ladders and working with equipment at elevated positions in critical situations.

EQUIPMENT AND VEHICLES:

- The job requires driving and operating District vehicles such as automobiles and pickup trucks.
- The job requires use of computers, telephones, copying machines and mobile radios.
- Future work practices may necessitate the use of different equipment, vehicles and tools.

A RESOLUTION Establishing Titles and Monthly Salary
Ranges for Staff Employees and Rescinding Resolution 2252-22

WHEREAS, RCW 54.16.100 requires that the General Manager recommend to the Commission compensation for employees; and

WHEREAS, RCW 54.12.090 authorizes the Commission to create positions and fix salaries; and

WHEREAS, the Commission approves the annual budget, which includes staff allocation and funding to meet the strategic and operation requirements of the District; and

WHEREAS, the General Manager has reviewed the organization of the District, the current cost-of-living indices, and the positions and salary ranges required to efficiently manage and achieve the goals of the District; and

WHEREAS, due to the recent addition of a significant amount of previously outsourced maintenance work being brought in-house for cost-savings purposes, the District will have a need for a Facilities Maintenance Supervisor now, therefore, be it

WHEREAS, attracting and retaining great people is a high level objective of the approved and adopted District Strategic Plan and enables the District to compete in the competitive marketplace for Energy Sector employees; and

WHEREAS, the Commission authorized the General Manager to administer merit pay increases, employee promotions, demotions, transfers, equity and market adjustments, and other administrative actions that conform to the limitations set within *the Titles and Monthly Salary Ranges for Staff Employees* limitations; now, therefore, be it

RESOLVED, That this RESOLUTION in its entirety becomes effective on January 1, 2023;

2. That the General Manager is hereby authorized, on behalf of the District, to administer merit pay increases, based on performance and behavior results for employees of the District, not represented under the Collective Bargaining Agreement and excluding the General Manager.

3. That the Commission authorizes the General Manager to administer merit pay increases, employee promotions, demotions, transfers, equity and market adjustments, and other administrative actions that conform to the limitations set within the attached *Titles and Monthly Salary Ranges for Staff Employees* as approved by the Commission.

4. That the General Manager shall include within the annual budget sufficient funds to support merit pay requirements for the year.

5. That the General Manager shall receive Commission approval for all modifications to the *Titles and Monthly Salary Ranges for Staff Employees*.

6. That a 6% adjustment has been made to the ranges; That the title of Safety Manager is reclassified to Range 25; the title Power Supply Manager is reclassified to Range 26 in the *Titles and Monthly Salary Ranges for Staff Employees*.

7. That Resolution 2252-22 is rescinded.

PASSED, by the Board of Commissioners of Public Utility District No. 1 of Clallam County, Washington, this 28th day of November 2022.

President
ATTEST:

Vice President

Secretary

PUD #1 of Clallam County
Titles and Monthly Salary Ranges for Staff Employees
Effective: ~~September 26, 2022~~ Resolution No.: 2252-22

Salary Grade	Job Title	Minimum	Market Target	Maximum
11	Office Assistant	\$2,363	\$2,953	\$3,839
12	Student Intern I Records Technician	\$2,599	\$3,249	\$4,223
13	Administrative Support	\$2,858	\$3,573	\$4,645
14		\$3,144	\$3,929	\$5,109
15	Student Intern II	\$3,459	\$4,323	\$5,620
16	Administrative Assistant Records Specialist	\$3,805	\$4,756	\$6,182
17	Operations Administrative Coordinator Human Resources & Safety Administrative Coordinator Desktop Technician Network Technician Engineer Student Intern Accounting Specialist I	\$4,186	\$5,232	\$6,802
18	Accounting Specialist II Records Coordinator	\$4,604	\$5,756	\$7,482
19	Executive Assistant Benefits Analyst Utility Services Advisor I Water and Wastewater Systems Coordinator Customer Service Coordinator Finance Coordinator Contracts Coordinator Payroll Coordinator	\$5,061	\$6,327	\$8,226
20	Engineer I Power Analyst I Accountant Compliance Analyst Financial Analyst I	\$5,570	\$6,964	\$9,053
21	Engineer II Senior Accountant Systems Administrator Utility Services Supervisor Business Systems Analyst	\$6,126	\$7,658	\$9,956

	Network Administrator			
	WWW Supervisor			
22	Materials Superintendent	\$6,741	\$8,426	\$10,954
	Network Engineer			
	GIS/SCADA Administrator			
	Power Analyst II			
	Financial Analyst II			
	Customer Service Supervisor			
23	Assistant Operations Superintendent	\$7,414	\$9,267	\$12,047
	WWW Superintendent			
	Sr. Civil Engineer			
	Communications & Government Relations Manager			
	Engineer III			
24	Procurement & Facilities Supervisor	\$8,156	\$10,195	\$13,253
	Safety Manager			
	Sr. Electrical Engineer			
	Broadband Supervisor			
25	Information Technology Manager	\$8,970	\$11,213	\$14,577
	WWW Systems Manager			
	Power Supply Manager			
	Operations Superintendent			
	Human Resources Manager			
	Transmission & Substation Systems Supervisor			
	Distribution System Supervisor			
	Controller/Auditing Officer			
	Finance Manager/Treasurer			
	Safety Manager			
26	Engineering Manager	\$9,868	\$12,335	\$16,036
	Operations Manager			
	Power Supply Manager			
27	General Superintendent	\$10,856	\$13,570	\$17,641
28	Assistant General Manager	\$11,942	\$14,927	\$19,405
29	General Counsel	\$13,136	\$16,419	\$21,345

PUD #1 of Clallam County
Titles and Monthly Salary Ranges for Staff Employees
Effective: January 1, 2023 Resolution No.: 2256-22

Salary Grade	Job Title	Minimum	Market Target	Maximum
11	Office Assistant	\$2,505	\$3,130	\$4,069
12	Student Intern I Records Technician	\$2,755	\$3,444	\$4,476
13	Administrative Support	\$3,029	\$3,787	\$4,924
14		\$3,333	\$4,165	\$5,416
15	Student Intern II	\$3,667	\$4,582	\$5,957
16	Administrative Assistant Records Specialist	\$4,033	\$5,041	\$6,553
17	Operations Administrative Coordinator Human Resources & Safety Administrative Coordinator Desktop Technician Network Technician Engineer Student Intern Accounting Specialist I	\$4,437	\$5,546	\$7,210
18	Accounting Specialist II Records Coordinator	\$4,880	\$6,101	\$7,931
19	Executive Assistant Benefits Analyst Utility Services Advisor I Water and Wastewater Systems Coordinator Customer Service Coordinator Finance Coordinator Contracts Coordinator Payroll Coordinator	\$5,365	\$6,707	\$8,720
20	Engineer I Power Analyst I Accountant Compliance Analyst Financial Analyst I	\$5,904	\$7,382	\$9,596
21	Engineer II Senior Accountant Systems Administrator Utility Services Supervisor Business Systems Analyst	\$6,494	\$8,117	\$10,553

	Network Administrator			
	WWW Supervisor			
22	Materials Superintendent	\$7,145	\$8,932	\$11,611
	Network Engineer			
	GIS/SCADA Administrator			
	Power Analyst II			
	Financial Analyst II			
	Customer Service Supervisor			
23	Assistant Operations Superintendent	\$7,859	\$9,823	\$12,770
	WWW Superintendent			
	Sr. Civil Engineer			
	Communications & Government Relations Manager			
	Engineer III			
	Facilities Maintenance Supervisor			
24	Procurement & Facilities Supervisor	\$8,645	\$10,807	\$14,048
	Sr. Electrical Engineer			
	Broadband Supervisor			
25	Information Technology Manager	\$9,508	\$11,886	\$15,452
	WWW Systems Manager			
	Operations Superintendent			
	Human Resources Manager			
	Transmission & Substation Systems Supervisor			
	Distribution System Supervisor			
	Controller/Auditing Officer			
	Finance Manager/Treasurer			
	Safety Manager			
26	Engineering Manager	\$10,460	\$13,075	\$16,998
	Operations Manager			
	Power Supply Manager			
27	General Superintendent	\$11,507	\$14,384	\$18,699
28	Assistant General Manager	\$12,659	\$15,823	\$20,569
29	General Counsel	\$13,924	\$17,404	\$22,626



2022/23 Energy Efficiency Acquisition and Net-Metered Installations

November 28, 2022

Mattias Järvegren
Utility Services Supervisor



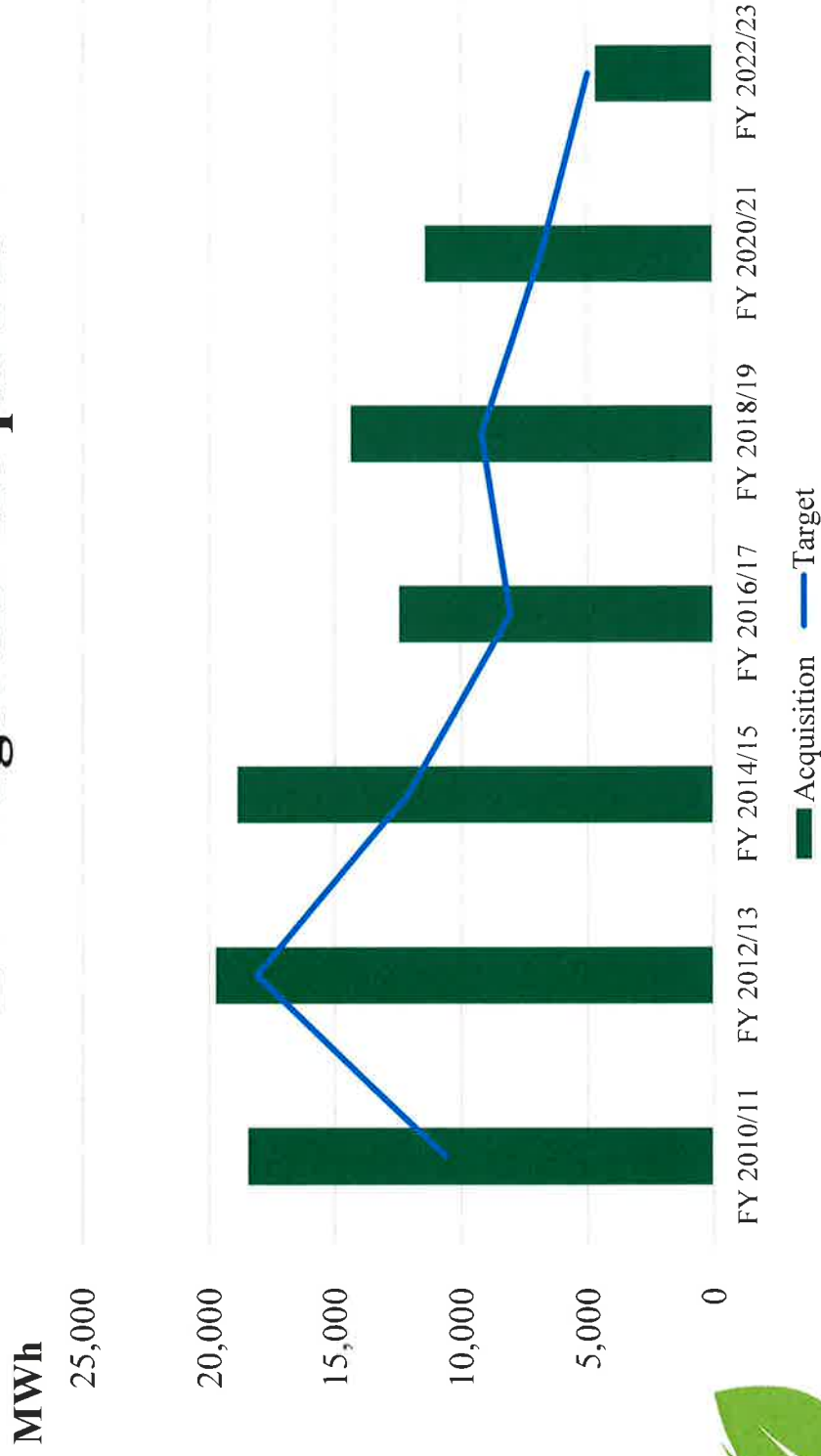


What we'll cover

- Review the 2022/23 Energy Independence Act (EIA) biennial energy efficiency target and acquisition.
- Energy savings distribution
- EIA energy efficiency compliance costs
- Net-metering, and other efforts

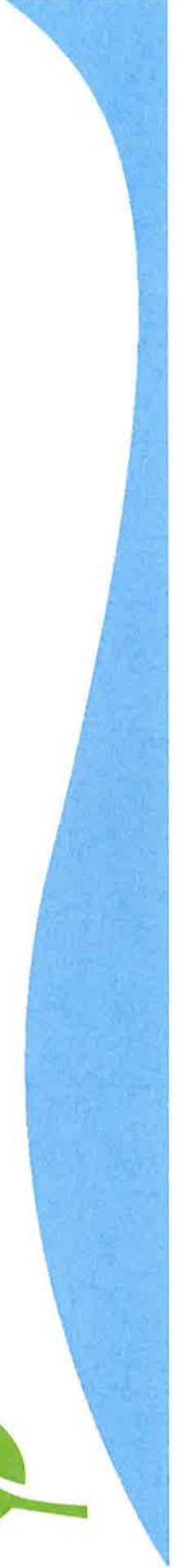
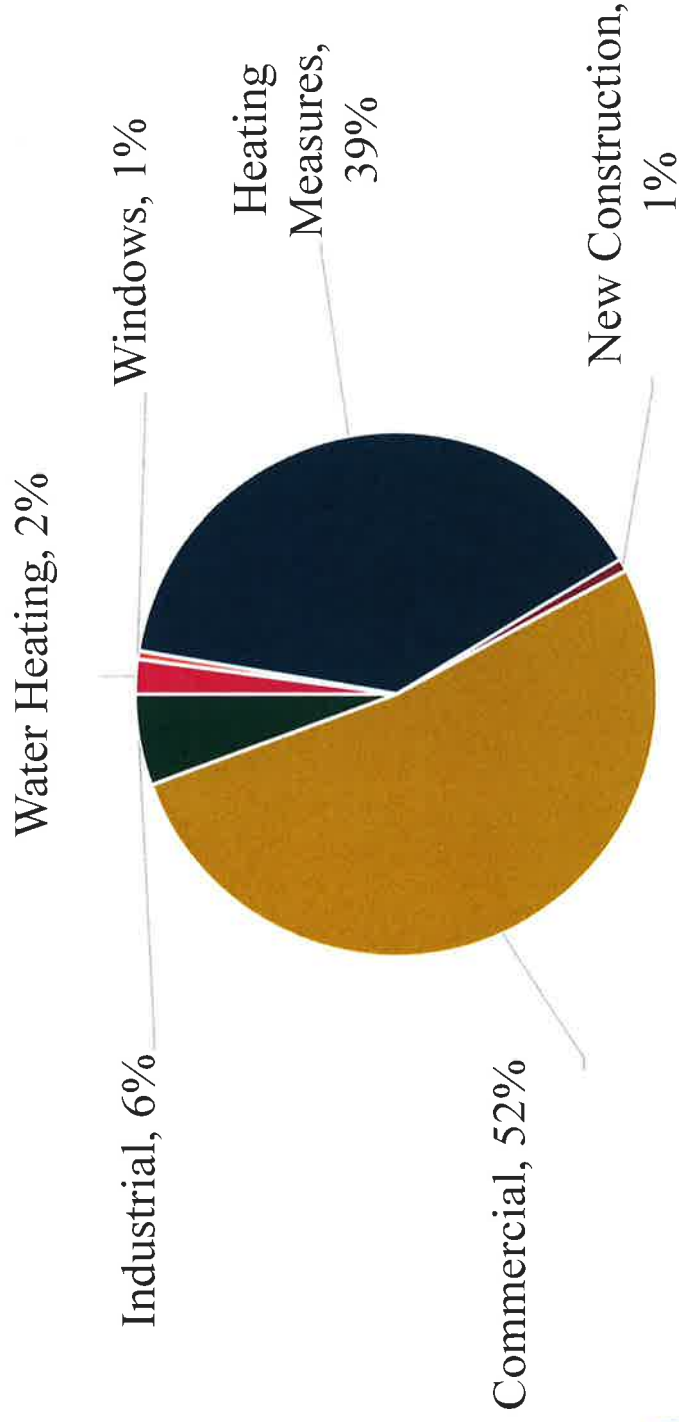


EIA Target and Acquisition





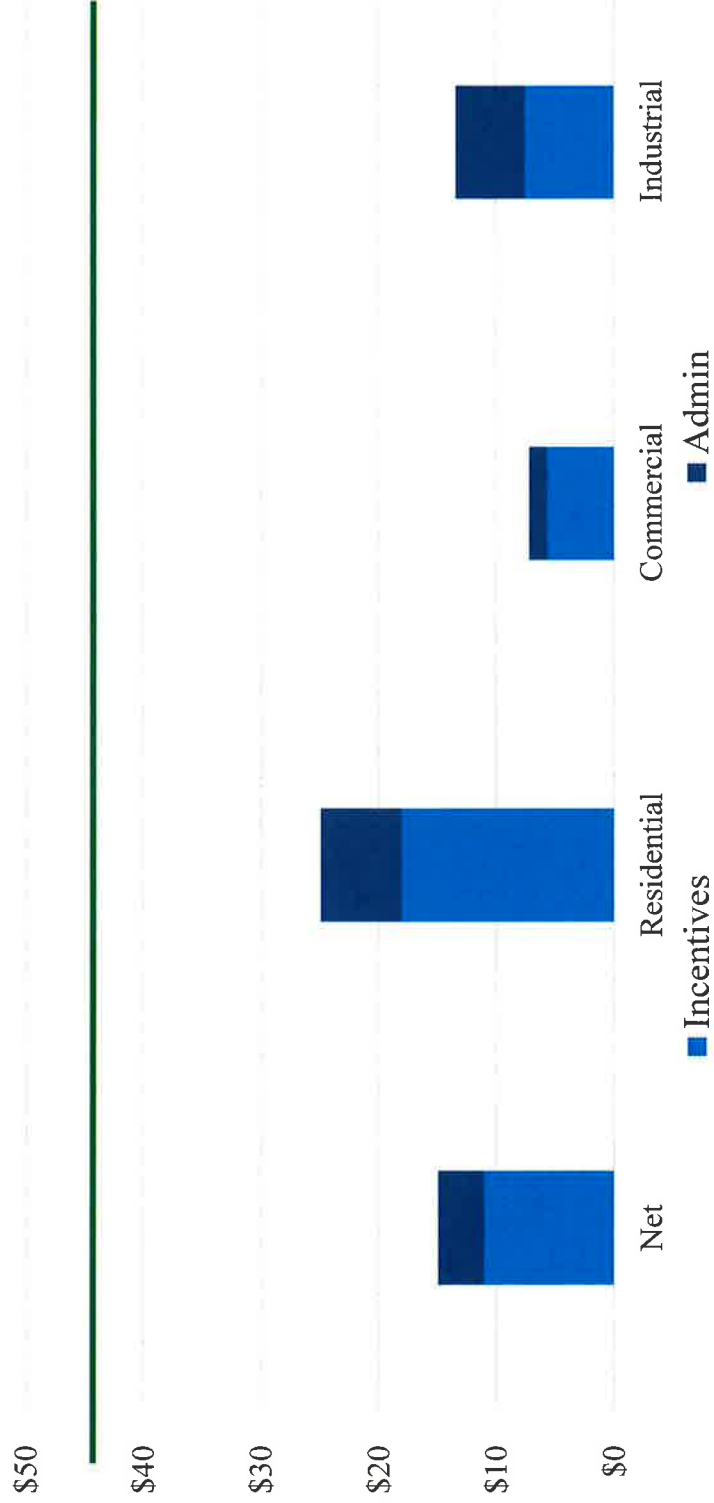
Energy Savings Distribution



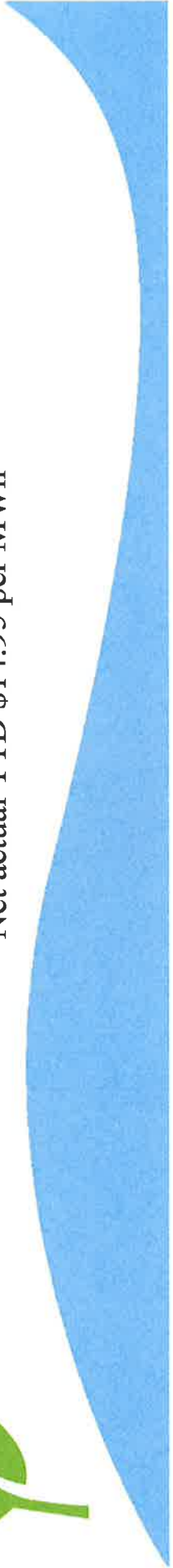


2022 YTD Sector Levelized Cost

\$ / MWh



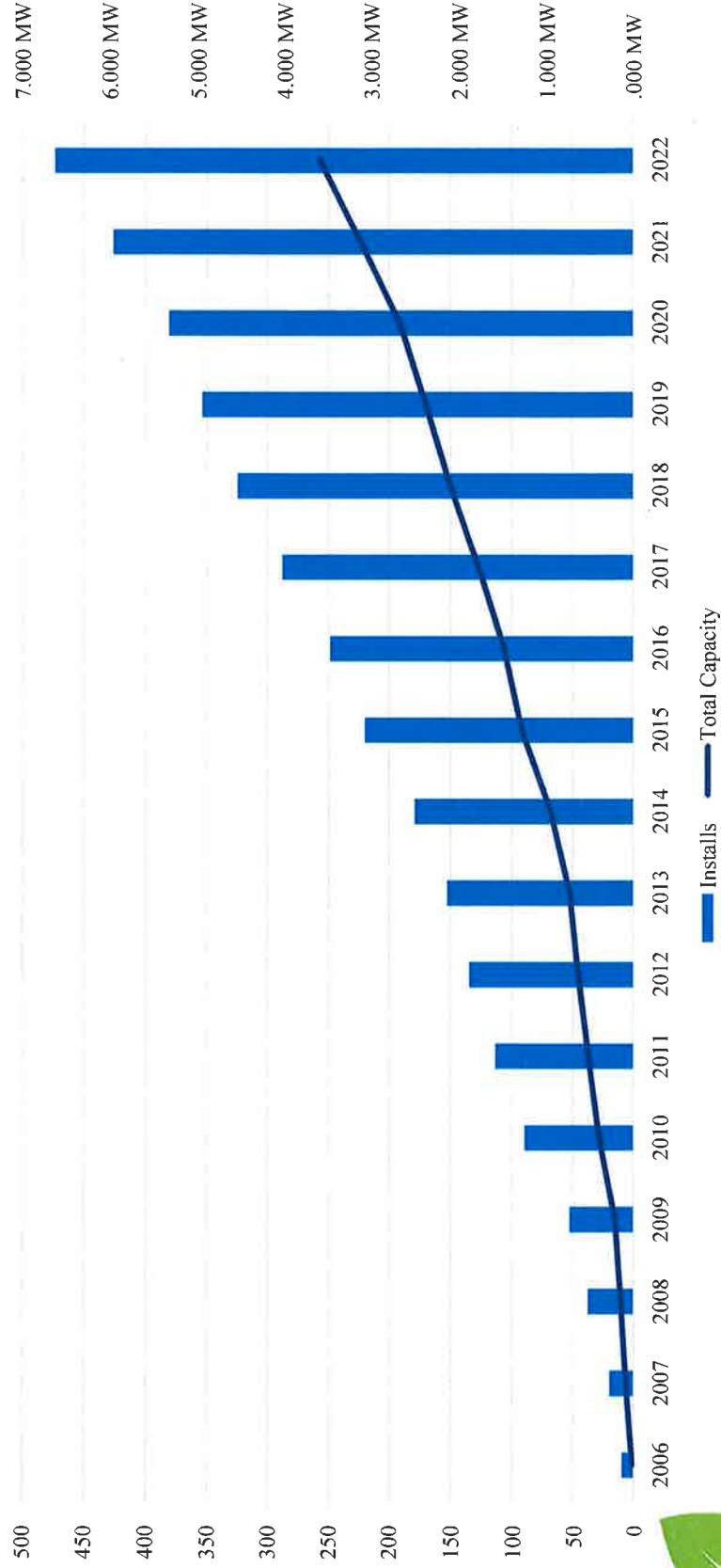
\$43 per MWh maximum 2022 strategic target
Net actual YTD \$14.95 per MWh



Interconnection and net-metering



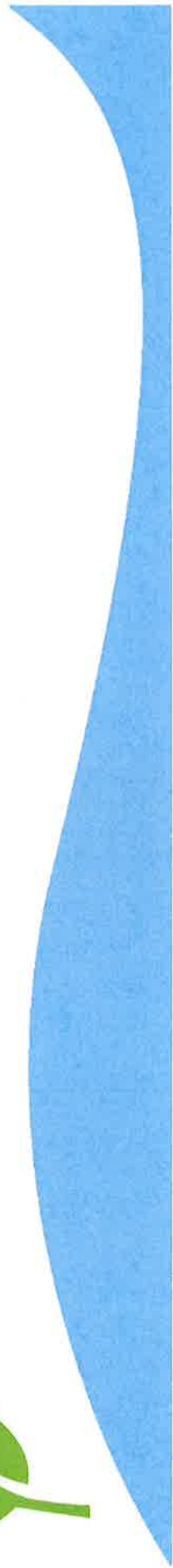
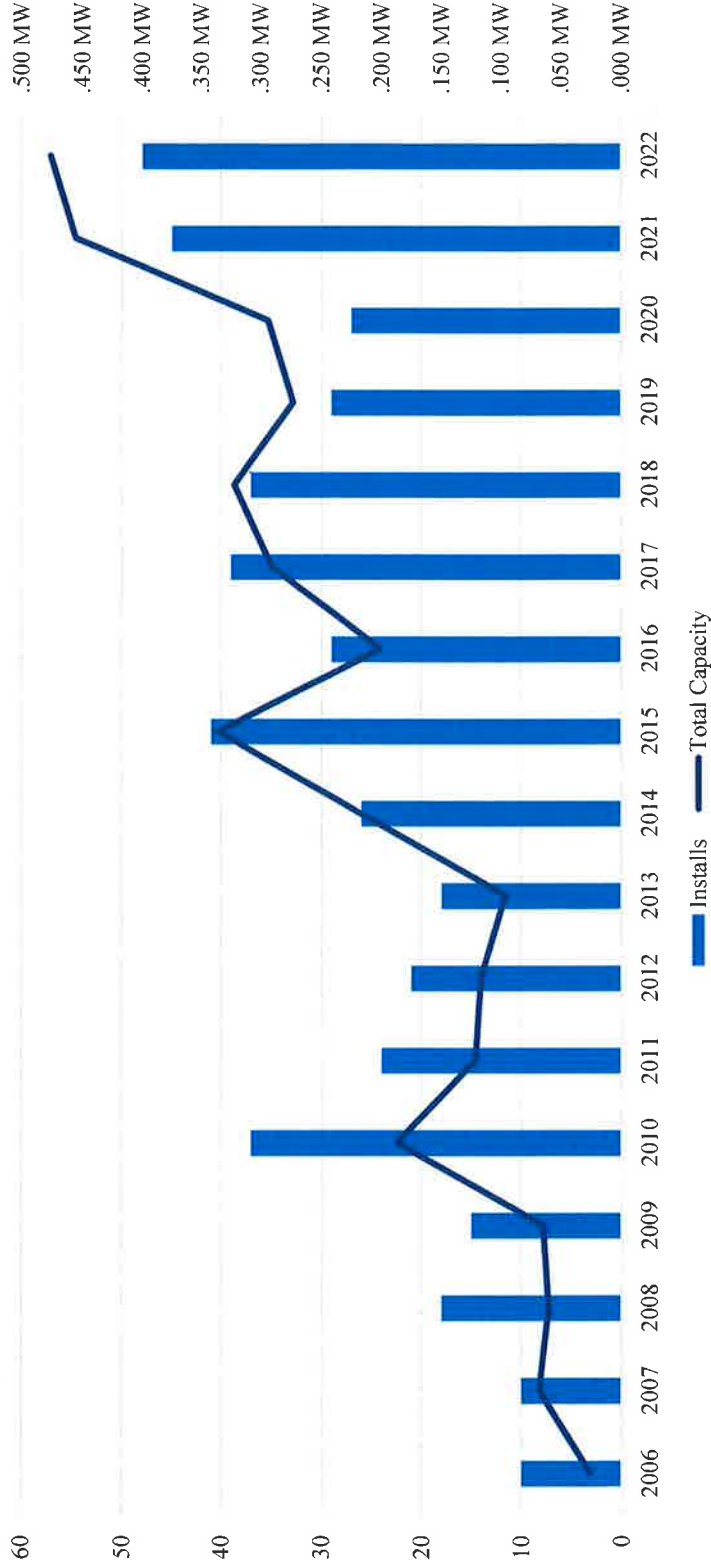
Cumulative Capacity



Interconnection and net-metering



Annual added capacity and number of installations





Additional efforts

- Exploring grant opportunities to fund micro grid project at our Community Solar project downtown Sequim
- Discussing partnership with Makah Tribe to fund a low-income Community Solar project in Neah Bay
 - Discussions includes talking about including batteries for a micro grid configuration, if the solar array is installed on an appropriate community building
- Supporting Jamestown S'klallam's partnership with Squaxin Island and Skokomish Tribes to fund tribal transportation electrification plans with funds from Washington Department of Commerce's Clean Energy Fund grant
- Build closer relationships with local entities, customer groups, and organizations

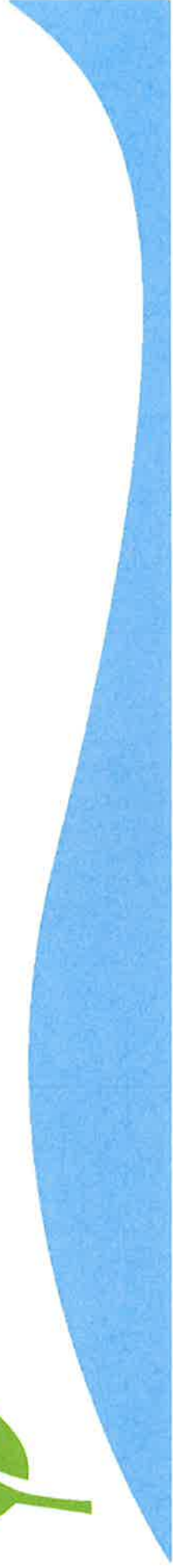


Summary



Bringing Energy To Life™

- Meet and on track to far exceeded the 2022/23 EIA biennial target.
- EIA compliance is still relatively cheap
- Net-metering, and solar in particular, continues to grow
- Actively working to build partnerships with critical customer groups



Thank You



Mattias Järvegren
MattiasJ@ClallamPUD.net
(360) 565-3263

