

**PRE-AGENDA**  
FOR THE REGULAR MEETING OF  
CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1  
BOARD OF COMMISSIONERS  
JANUARY 9, 2023 AT 1:30 PM  
THIS IS A HYBRID MEETING

Join Zoom Meeting: <https://clallampud-net.zoom.us/j/84721624204?pwd=Q0pCaVRLWXFqeWpONVFYafM0UFB2UT09>

Meeting ID: 847 2162 4204 | Passcode: 718170

One tap mobile: +12532158782,,84721624204#,,, \*718170# US (Tacoma)

Dial by your location: +1 253 215 8782 US (Tacoma)

Find your local number: <https://clallampud-net.zoom.us/j/84721624204?pwd=Q0pCaVRLWXFqeWpONVFYafM0UFB2UT09>

- **Consent Agenda Items**

The Commissioners will consider approving Consent Agenda items.

- **Election of Board Officers**

The Commissioners will elect the board officer positions for the 2023 to 2025 term.

- **2023 Committee and Organization Memberships**

The Commissioners will approve the 2023 Committee and Organization Membership delegates and dues

- **EDC and Community Development Presentation**

EDC Director Colleen McAleer will present on the outcome of the EDC's strategic planning work. Clallam County Director Of Community Development Bruce Emery will present on the County's comprehensive planning process and potential zoning changes.

- **BPA Post-2028 Contract Discussion**

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

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*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.*

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1. CALL TO ORDER
2. COMMENTS FROM THE PUBLIC
3. AGENDA REVISIONS
4. APPROVAL OF CONSENT AGENDA
  - A. Minutes of the December 12, 2022 regular meeting;
  - B. Claim vouchers for December 12 through December 29, 2022 for a total of \$5,960,359.16;
  - C. Payroll vouchers for the period of December 1 through December 15, 2022; and
  - D. Removal of delinquent accounts from January active accounts receivable in the amount of \$4219.43 including a 30% collection fee; and
  - E. November Treasurer's Report.
5. BUSINESS ITEMS
  - A. Election of Board Officers Sean Worthington
  - B. 2023 Committee and Organization Memberships Sean Worthington
  - C. EDC and Community Development Presentation Colleen McAleer, Bruce Emery
  - D. BPA Post-2028 contract discussion Commissioners, Staff
6. CORRESPONDENCE/COMMUNICATIONS
7. COMMISSIONER REPORTS
8. STAFF REPORTS
9. BOARD ACTIONS FOR STAFF
10. COMMENTS FROM THE PUBLIC
11. 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

**December 12, 2022 at 1:30 PM** - This was a hybrid meeting

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**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  
John Purvis, Superintendent  
Lori Carter, Controller/Auditing Officer  
Ruth Kuch, Finance Manager/Treasurer  
Bowen Kendrick, WWW Manager  
Steve Schopfer, IT Manager  
Eric Jacobson, Business Analyst  
Shawn Delplain, Broadband Supervisor  
Ken Brillhart, GIS/SCADA Administrator  
Jamie Spence, HR Manager  
Teresa Lyn, Executive Assistant  
Nicole Hartman, Communications Manager  
Mike Hill, Engineering Manager

Sarah Canepa, Financial Analyst II  
Tyler King, Power Analyst  
Chelsey Jung, Payroll Coordinator  
Giles Cobb, Line Foreman  
Greg Thompson, Engineering Technician II  
Travis McClain, WWW Supervisor  
Kaylie Hunter, Procurement/Facilities  
Supervisor

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

Dave Worley, Attorney	Steve Gray, Clallam County Public Works Director
Kate Woodin, LWVCLA Observer	Tom Reyes
Werner Buehler	Krestine Reed
Ted Simpson	Rebecca Turner
Pam Simpson	Ken Hays
Fred Mitchell	Patti Morris
Troy Zdieblowski	A. Fountain
Kenneth Reandean	Janet Marx

The meeting commenced at 1:30 PM.

**COMMENTS FROM THE PUBLIC :39**

Incoming Commissioner Ken Hays read a Resolution he wrote honoring Commissioner Will Purser for his service.

**AGENDA REVISIONS 3:32**

None.

**APPROVAL OF CONSENT AGENDA 3:39**

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 November 28<sup>th</sup> regular meeting;
- B. Claim vouchers for November 28 through December 5, 2022 for a total of \$979,258.59;
- C. Payroll vouchers for the period of November 16 through November 30, 2022; and
- D. Removal of delinquent accounts from active accounts receivable in the amount of \$2,911.66, including a 30% collection fee.

#### **BUSINESS ITEMS STARTING AT 6:28**

**6:35:** Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell, the Board voted to approve Resolution 2257-22 Authorizing the Execution of a Collective Bargaining Agreement with IBEW Local 997.

**11:51:** Upon recommendation of staff, and upon motion of Commissioner Waddell, seconded by Commissioner Purser and carried, the Board voted to approve Resolution 2258-22 Authorizing the Execution of the First Interlocal Agreement Regarding Carlsborg Regional Water Supply by and between Clallam County and Public Utility District No. 1 of Clallam County and Amending Resolution 2017-74. Commissioner Paschall abstained from voting.

**19:07:** Upon recommendation of staff, and upon motion of Commissioner Paschall, seconded by Commissioner Waddell and carried, the Board voted to approve Resolution 2259-22 Honoring Commissioner Will Purser for his 21 Years of Service. General Manager Sean Worthington read the Resolution aloud and presented Commissioner Purser with a plaque expressing gratitude for his exemplary leadership and dedicated service, and for continually demonstrating exceptional commitment to the philosophy, purpose, and principles of public power to the District's customers and employees, and specifically to the District's mission of providing reliable, efficient, safe, and low-cost services in a financially and environmentally responsible manner.

**21:06:** Commissioners and staff discussed the BPA Post-2028 contract negotiations. The official roll out of the 2028 contract process occurred last week. Topics discussed were: BPA cost controls; the twenty year length of the contract; balancing the system; augmentation; concerns about hiring the electrical engineers that could model and interpret models; and small nuclear reactors (SMR's) potential role.

#### **CORRESPONDENCE/COMMUNICATIONS 40:11**

None.

#### **COMMISSIONER REPORTS 40:21**

Commissioner Waddell attended the BPA post 2028 contact presentations. Commissioner Paschall attended a meeting in Seattle about climate change. Commissioner Purser attended Energy Northwest meetings.

#### **STAFF REPORTS 42:43**

None.

#### **BOARD ACTION ITEMS 42:51**

None.

**PUBLIC COMMENT 43:54**

On behalf of the Clallam County Board of Commissioners, Clallam County Public Works Director Steve Gray thanked the Board for supporting the Interlocal Agreement (ILA) and the work of the staff regarding Carlsborg water which will support needed housing growth in the urban growth area and will help fund the needed water system improvements.

The meeting convened and recessed at 2:16 PM for an executive session which is expected to last approximately 30 minutes. No action after the executive session is expected.

**EXECUTIVE SESSION 45:45**

The Commissioners held an executive session for the purpose of a discussion regarding cybersecurity pursuant to RCW 42.30.110 (1)(a)(ii). Those in attendance were Commissioners Purser, Paschall, and Waddell, General Manager Sean Worthington, Broadband Supervisor Shawn Delplain, and Business Analyst Eric Jacobsen.

**ADJOURN**

At 3:06 PM, the meeting reconvened. There being no further business to come before the board, the meeting adjourned at 3:06 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/>.*

December 12, 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 *Yori Carter* DATE 1/3/23  
AUDITING OFFICER

*[Signature]* DATE 1/3/23  
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 12/12/2022–12/29/2022

Checks	\$	3,168,531.57
Wire Transfers		2,687,770.35
E-Payment		104,057.24
Prepays		
Total	\$	5,960,359.16

\_\_\_\_\_  
COMMISSIONER

\_\_\_\_\_  
COMMISSIONER

\_\_\_\_\_  
COMMISSIONER

**PUD#1 OF CLALLAM COUNTY, WASHINGTON**

**JANUARY 2023  
DELINQUENT ACCOUNTS TO BE REMOVED  
FROM ACTIVE ACCOUNTS RECEIVABLE**

Delinquent accounts listed for electricity and water on the attached pages are approved to be removed from the active accounts receivable. All accounts to be removed are grouped and total as follows:

01/03/23	Clallam Bay – Evergreen	\$	24.82
01/03/23	Forks – Evergreen	\$	133.15
01/03/23	Port Angeles – Evergreen	\$	1,822.68
01/03/23	Sequim – Evergreen	\$	1,265.07
01/03/23	All Area-Direct W/O Bankruptcy	\$	-
01/03/23	All Area-Direct W/O Deceased	\$	-
01/03/23	All Area-Direct W/O Small Balance	\$	-
	<b>SUBTOTAL</b>	\$	<b>3,245.72</b>
01/03/23	30% Collection Fee	\$	973.71
	<b>TOTAL</b>	\$	<b>4,219.43</b>
	<b>Previous Debt Collected in December 2022</b>	\$	12,553.64
	<b>Previous Debt Collected Year To Date 2022</b>	\$	32,263.12

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
President

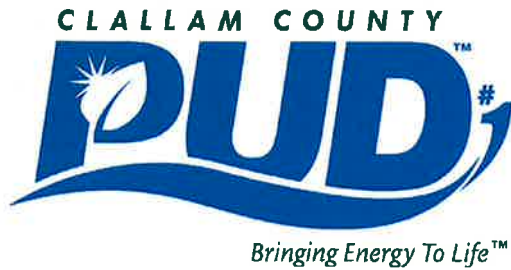
\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Vice-President

SW:kw

Attachments

These lists comply with our CIS software which removes accounts from the active accounts receivable when placed with a collection agency (classifies them as bad debt). The exceptions are bankruptcies, deceased customers and customer accounts with small balances under \$20. These are removed under the categories of All-Area Direct W/O, but not placed with a collection agency.



## 2023 Committee and Organization Memberships

### **AMERICAN PUBLIC POWER ASSOCIATION (APPA)**

Delegate  
Alternate

Sean Worthington  
John Purvis

### **CLALLAM ECONOMIC DEVELOPMENT COUNCIL (EDC)**

Delegate (Serves on Executive Committee)  
Alternate

Sean Worthington  
Jim Waddell

### **CONSERVATION AND RENEWABLE ENERGY SYSTEMS (CARES)**

Delegate  
Alternate

Sean Worthington  
Mattias Jarvegren

### **ENERGY NORTHWEST (EN)**

Board of Directors Delegate  
Board of Directors Alternate

Sean Worthington  
John Purvis

### **FORKS CHAMBER OF COMMERCE**

Delegate  
Alternate

Jim Waddell  
Bill Decker

### **NORTH OLYMPIC DEVELOPMENT COUNCIL (NODC)**

Delegate  
Alternate

Jim Waddell  
John Purvis

### **NORTH OLYMPIC LEGISLATIVE ALLIANCE (NOLA)**

Delegate  
Alternate

Nicole Hartman  
Sean Worthington

### **NORTH PENINSULA BUILDING ASSOCIATION (NPBA)**

Delegate  
Alternate

Nicole Hartman  
John Purvis

### **NORTHWEST OPEN ACCESS NETWORK (NoaNet)**

Board Director  
Member Representative

Steve Schopfer  
Shawn Delplain



**NORTHWEST POWER AND CONSERVATION COUNCIL**

Delegate  
Alternate  
Alternate

Jim Waddell  
Ken Hays  
John Purvis

**NORTHWEST PUBLIC POWER ASSOCIATION (NWPPA)**

Delegate  
Alternate  
Government Relations Committee  
Alternate

Rick Paschall  
John Purvis  
Nicole Hartman  
Sean Worthington

**PACKWOOD DEVELOPMENT COUNCIL**

Delegate  
Alternate

John Purvis  
Tyler King

**PORT ANGELES BUSINESS ASSOCIATION (PABA)**

Delegate  
Alternate

Sean Worthington  
Jim Waddell

**PORT ANGELES CHAMBER OF COMMERCE**

Delegate  
Alternate

Sean Worthington  
Jamie Spence

**PORT ANGELES FORWARD COMMITTEE**

Delegate  
Alternate

Sean Worthington  
John Purvis

**PUBLIC UTILITY RISK MANAGEMENT SERVICES (PURMS)**

Delegate  
Alternate

Sean Worthington  
Ruth Kuch

**SEQUIM DUNGENESS CHAMBER OF COMMERCE**

Delegate  
Alternate

Ken Hays  
Nicole Hartman

**WASHINGTON PUD ASSOCIATION (WPUDA)**

Board of Directors Delegate  
Board of Directors Alternate  
Budget Committee  
Government Relations Committee  
Government Relations Committee Alternate  
Communications Committee  
Communications Committee Alternate  
Managers Committee  
Manager's Committee Alternate

Rick Paschall  
Sean Worthington  
Ruth Kuch  
Nicole Hartman  
Sean Worthington  
Nicole Hartman  
Sean Worthington  
Sean Worthington  
John Purvis

Energy Committee  
Energy Committee Alternate  
Telecommunications Committee  
Telecommunications Alternate  
Water Committee  
Water Committee Alternate

Jim Waddell  
Rick Paschall  
Shawn Delplain  
Ken Hays  
Bowen Kendrick  
Travis McClain

**WESTERN PUBLIC AGENCY GROUP (WPAG)**

Delegate  
Alternate

John Purvis  
Sean Worthington

## Organization Dues

Vendor	2023 Est.	2022 Actual	2021 Annual
WPUDA (Washington Public Utility Districts Association)	\$110,127	\$100,115	\$92,182
NWPPA (Northwest Public Power Association)	\$30,000	\$30,000	\$30,000
APPA (American Public Power Association)	\$27,000	\$26,893	\$26,827
WPAG (Washington Public Agencies Group)-EES, Marsh Mundorf	\$32,000	\$30,458	\$31,422
Sequim Chamber of Commerce	\$595	\$595	\$595
North Peninsula Building Association	\$475	\$475	\$475
Port Angeles Chamber of Commerce (incl. \$72 web ads?)	\$372	\$372	\$372
Forks Chamber of Commerce	\$100	\$100	\$100
Clallam County EDC (Economic Development Council)	\$5,000	\$10,000	\$10,000
Port Angeles Business Association	\$55	\$55	\$55
Washington Water Utilities Council (thru AWWA)	\$500	\$250	\$500
Evergreen Rural Water of Washington	\$700	\$700	\$700
North Olympic Peninsula RC&D	\$800	\$800	\$800
Northwest RiverPartners	\$0	\$36,150	\$28,919
Energy NW DEED Program	\$2,900	\$2,762	\$2,650