

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1
Minutes of the Regular Meeting of the Board of Commissioners
Main Office | 104 Hooker Road | Sequim, WA 98382
March 13, 2023 at 1:30 PM - This was a hybrid meeting

Commissioners Present

Jim Waddell, President
Ken Hays, Vice President, functioning also as Secretary

Staff Present (in person or via Zoom):

Sean Worthington, General Manager	Jenean Keate, Contracts Coordinator
John Purvis, General Superintendent	Julie Metzger, Power Systems Project Coordinator
Ruth Kuch, Finance Manager/Treasurer	Kaylie Hunter, Procurement and Facilities Supervisor
Eric Jacobson, Business Analyst	Mike Hill, Engineering Manager
Teresa Lyn, Executive Assistant	Nicole Hartman, Communications Manager
Bill Decker, Forks Ops Superintendent	Sarah Canepa, Financial Analyst II
Ben Phillips, Engineer II	Steve Schopfer, IT Manager
Annette Long, Finance Coordinator	Travis McClain, WWW Supervisor
Bowen Kendrick, WWW Manager	Tyler King, Power Analyst
Chelsey Jung, Payroll Coordinator	
Jamie Spence, HR Manager	

Others Present as Identified (in person or via Zoom): Alex Spenser, Chris and Judy Pinney, Elizabeth Dunne, Heather Nicolson, Jack Smith, James Scheunemann, Janet Marx, John Gussman, Kate Woodin, Kenneth Reandeau, Kyle Smith, La Trisha Suggs, Larry Morris, Marc Sullivan, Pippa Eastlake, Randy Brackett, Richard DeBusman, Ron Richards, Scott – last name not provided, Sharon Abreu, and Su – last name not provided.

The meeting commenced at 1:30 PM.

AGENDA-SPECIFIC PUBLIC COMMENT

Public comment was heard regarding Business Items F and G.

AGENDA REVISIONS

No revisions.

APPROVAL OF CONSENT AGENDA

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

- A. Minutes of the February 27, 2023 regular meeting;
- B. Claim vouchers for February 27 through March 6, 2023 for a total of \$847,820.45;
- C. Payroll vouchers for the period of February 16 through February 28, 2023;
- D. Contractor prequalification for Summit Line Construction the amount of \$5,000,000 for the upcoming calendar year;
- E. Contractor prequalification for Power City Electric, Inc. in the amount of \$5,000,000 for the upcoming calendar year; and
- F. Removal of delinquent accounts from March active accounts receivable in the amount of \$36,634.17 including a 30% collection fee.

BUSINESS ITEMS

- A. Upon recommendation of staff, and upon motion of Commissioner Hays, seconded by Commissioner Waddell and carried, the Board authorized District staff to publish a notice in the Seattle Daily Journal of Commerce and by other means as needed for Invitation to Bid No. 230801 to solicit formal bids from qualified contractors to perform aerial tree side trimming. The project cost is estimated not-to-exceed \$170,000.00 (not including WSST).
- B. Upon recommendation of staff, and upon motion of Commissioner Hays, seconded by Commissioner Waddell and carried, the Board authorized District staff to publish a notice in the Peninsula Daily News and by other means as needed for Invitation to Bid No. 230802 to solicit formal bids from qualified contractors to perform to inspect, treat, and report on an unspecified number of electrical transmission and distribution wood poles pole inspection. The project cost is estimated not-to-exceed \$141,250.00 (not including WSST).
- C. Upon recommendation of staff, and upon motion from Commissioner Hays, seconded by Commissioner Waddell and carried, the Board approved Bid Award Recommendation Memo for Bid No. 230803 to replace wood transmission poles with fiberglass transmission poles. The estimated project cost is \$362,669 and will be awarded to Cannon Constructors, LLC., the lowest responsible bidder with a base bid of \$296,864.45 (not including WSST).
- D. Upon recommendation of staff, and upon motion from Commissioner Hays, seconded by Commissioner Waddell and carried, the Board approved Resolution 2262-23 Modifying the Authority to Enter Payment Agreements for Financing to the Northwest Open Access Network.
- E. Upon recommendation of staff, and upon motion from Commissioner Hays, seconded by Commissioner Waddell and carried, the Board approved Resolution 2263-23 Expanding Duties Imposed Authority of the General Manager to Conduct “Usual and Ordinary” Business During Commissioner Unavailability.
- F. At the request of Commissioners Hays and Waddell, staff drafted Resolution 2264-23 to rescind Resolution 2194-21 Supporting the Federal Columbia River Power System. Commissioner Hays made a motion to adopt Resolution 2264-23. The motion was seconded by Commissioner Waddell and carried. The Board then voted to adopt Resolution 2264-23 Rescinding Resolution 2194-21 Supporting the Federal Columbia River Power System.
- G. Ellie Dunne in collaboration with community members and Commissioner Waddell drafted and submitted a Resolution to staff in Support of Placing the Four Lower Snake River Dams into Non-Operational Status. Staff formatted the Resolution and assigned it No. 2265-23. Commissioner Waddell presented Resolution 2265-23 and made a motion to adopt it. Commissioner Hays seconded the motion. A discussion ensued after which Commissioner Hays made a motion to table Resolution 2265-23 to a later date to vet the statistical data and claims presented in the resolution. After recommending to table

resolution 2265-23, Commissioner Hays submitted an alternate Resolution Regarding Lower Snake River Dams Removal, which he had drafted and submitted to staff earlier in the day prior to the meeting. Staff formatted the Resolution and assigned it No. 2266-23. After lengthy discussion, and after reading alternate Resolution 2266-23 aloud, Commissioner Hays made a motion to table further discussion as well as Resolution 2265-23 to give Commissioner Waddell time to review it. Commissioner Waddell seconded the motions to table both Resolutions and resubmit them for discussion at the April 10th board meeting. The board carried the motion to table until the April 10 regular meeting.

- H. Commissioners and staff had no topics to discuss regarding recent BPA post-2028 contract negotiations.

CORRESPONDENCE/COMMUNICATIONS

None.

COMMISSIONER REPORTS

Commissioner Waddell attended the Economic Development Council (EDC) Gala.

Commissioner Hays attended the Economic Development Council (EDC) Gala and a Department of Commerce presentation about the Washington State Innovation Cluster Accelerator program, which could accelerate economic opportunities in Clallam County. He also attended a Sequim-Dungeness Chamber of Commerce meeting.

STAFF REPORTS

General Manager Sean Worthington gave a summary presentation to the public on Board meeting decorum and on a recent Board and staff training workshop on parliamentary procedure with Ann Macfarlane of Jurassic Parliament. He also noted that Board member training on BoardDocs software is scheduled on April 17th. The District's plans to "go live" with the software at the April 24th board meeting. At the conclusion of the presentation, Commissioner Hays made a motion, which Commissioner Waddell seconded, and then both Commissioners voted to authorize the General Manager and Executive Assistant to raise a Point of Order and other appropriate parliamentary procedures as required to support the presiding officer and governing body in ensuring compliance with the Board of Commissioners Governance Policy and parliamentary procedures during meetings of the District's Board of Commissioners.

BOARD ACTION ITEMS FOR STAFF

- A. Send a reminder to the Board asking what specific actions they wish staff to take in regards to the proposed lower Snake River dam Resolutions No. 2265-23 and 2266-23;
- B. Resubmit Resolutions 2265-23 and 2266-23 for discussion at the April 10th meeting;
- C. Present to the Board the cost involved in holding Zoom hybrid board meetings; and
- D. Request WPUA to poll member PUDs on what they are doing re: hybrid, in-person, or live-streamed meetings.
- E. Upload alternate Resolution 2266-23 to the PUD website.

GENERAL PUBLIC COMMENT

Public comment was heard regarding Business Item G.

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 3:01 PM.

Submitted by Teresa Lyn, Executive Assistant.

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/>.

March 13, 2023