

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1

Minutes of the Regular Meeting of the Board of Commissioners

Main Office | 104 Hooker Road | Sequim, WA 98382

April 10, 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

John Purvis, General Superintendent

Lori Carter, Controller/Auditing Officer

Ruth Kuch, Finance Manager/Treasurer

Colin Young, Distribution System

Supervisor

Eric Jacobson, Business Analyst

Teresa Lyn, Executive Assistant

Alan Plasch, Sr. Power Systems Project

Coordinator

Chanda Halverson, Customer Service

Supervisor

Chelsey Jung, Payroll Coordinator

Jamie Spence, HR Manager

Jason Siebel, Carlsborg Ops Superintendent

Julie Metzger, Power Systems Project

Coordinator

Kaylie Hunter, Procurement and Facilities

Supervisor

Mike Hill, Engineering Manager

Nicole Hartman, Communications Manager

Sarah Canepa, Financial Analyst II

Shanee Wimberly, Utility Services Advisor I

Shawn Delplain, Broadband Manager

Tyler King, Power Analyst

Xanthius Christianson, Engineer II

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

Jack Smith

Kenneth Reandeau

Darlene Schanfald

Fred Mitchell

Janet Marx

Marc Sullivan

Ken Park

Patti Morris

Pippa Eastlake

The meeting commenced at 1:30 PM.

AGENDA-SPECIFIC PUBLIC COMMENT

Public comment was heard regarding Commissioner terms and a suggestion to actively recruit a female commissioner.

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 March 13, 2023 regular meeting;
- B. Claim vouchers for March 13 through April 4, 2023 for a total of \$4,946,542.62;
- C. Payroll vouchers for the period of March 1 through March 15, 2023;
- D. Removal of delinquent accounts from April active accounts receivable in the amount of \$6339.37 including a 30% collection fee;

- E. Removal of invoices from active miscellaneous accounts receivable in the amount of \$30,919.36 including a 30% collection fee;
- F. Contractor prequalification for Burke Electric LLC., in the amount of \$10,000,000 for the upcoming calendar year; and
- G. Contractor prequalification for Tice Electric Company in the amount of \$5,000,000 for the upcoming calendar year.

BUSINESS ITEMS

- A. Upon recommendation of staff, the Board considered approving Resolution 2267-23 amending the District's healthcare plan in order to conform the District's methodology to that utilized by all other PURMS utility participators. Commissioner Hays made a motion to approve the Resolution less the vision care increase on the attachment. Commissioner Waddell seconded the motion and the Board voted to approve Resolution 2267-23 Amending the District's Healthcare Plan without the provision for the vision care increase on the attachment.
- B. Upon recommendation of staff, and upon motion from Commissioner Hays, seconded by Commissioner Waddell and carried, the Board approved Resolution 2268-23 authorizing the disposal of surplus property consisting of one 2000KVA transformer and one 1500KVA transformer due to age and large areas of rust that are beyond repair that can be done in house. The combined items are valued at \$15,500.00 and both items will be sold to Maddox Industrial Transformer as is.
- C. Upon recommendation of staff, and upon motion from Commissioner Hays, seconded by Commissioner Waddell and carried, the Board approved Resolution 2270-23 Establishing ~~Titles and Monthly Salary Ranges for Staff Employees~~ in order to add a Grant Writer and Analyst job title.
- D. Commissioners and staff discussed open District's membership organization delegate assignments which resulted from the resignation of Commissioner Paschall. It was decided that upon appointment of a new Commissioner, some organization delegate assignments will be reviewed and possibly reassigned. Commissioner Hays requested that going forward, staff appear before the Board to report out on any significant updates from their attendance at member-organization meetings. Commissioner Waddell will act as the Delegate to the WPUA Executive Committee in the interim
- E. The Commissioners discussed three Commissioner-proposed Resolutions 2265-23, 2266-23, and 2269-23 regarding the four lower Snake River dams (LSRD). The Board voted to dismiss two previously proposed LSRD resolutions, No. 2265-23 and No. 2266-23. Commissioner Hays made a motion to adopt Resolution 2269-23 with several amendments, which he read aloud. Commissioner Waddell seconded the motion and the amended Resolution with amendments was adopted.
- F. Commissioners and staff discussed recent BPA post-2028 contract negotiation updates. Commissioner Hays advised that he planned to attend the May 18th post-2028 road show Q& A at WPAG's Ryan Neal's urging.

CORRESPONDENCE/COMMUNICATIONS

General Manager Sean Worthington shared that former Commissioner Will Purser was selected to receive the Northwest Public Power Association's (NWPPA) Life Membership Award in May 2023 to honor him for his many years of work with PUD No. 1 of Clallam County and in the industry and for making notable contributions to Public Power and NWPPA. The Board authorized Mr. Purser's travel to accept this award.

General Manager Sean Worthington presented the Board with the results from the March 2023 Employee Survey. Survey participation was up 30% over the previous year with significant morale improvements in several areas, most notably in safety and water. The Commissioners were pleased and congratulated GM Worthington on his great work to which he said kudos to all the department heads and supervisors for making it happen.

COMMISSIONER REPORTS

Commissioner Waddell attended a Northwest Power and Conservation Council on resource adequacy.

Commissioner Hays attended meetings regarding the innovation cluster acceleration program and the Recompete Grant. He provided testimony and his personal opinion to a US Government listening session regarding the Lower Snake River dams. He attended a North Peninsula Building Association meeting at which supply chain issues, transformer prices, and the State Privilege Tax were discussed.

STAFF REPORTS

General Manager Sean Worthington advised that a joint meeting between the Clallam County Board of Commissioner and the District would take place at the Port Angeles Courthouse on Monday, May 15 from 1 to 4PM. This meeting will be in lieu of the regular board meeting scheduled for May 22nd. Topics and agenda will be shared as they become available. The Commissioners are requested to provide theirs by the next board meeting on the 24th of April.

BOARD ACTION ITEMS FOR STAFF

- A. Check with the Commissioners to ensure they are registered for any upcoming WPUDA meetings that they wish to attend.
- B. Obtain Commissioner topics for the joint BOCC-CCPUD1 mtg on May 15th.
- C. Incorporate Commissioner Hays approved amendments into the adopted 2269-23 LSRD Resolution.

GENERAL PUBLIC COMMENT

Public comment was heard regarding the superintendent's potential transition from his current role to Commissioner; the recruitment process (the individual shared that he felt the recruitment process was appropriate and open to all genders and races); appreciation was expressed for the conversations today that took into consideration the impact to ratepayers specifically in regards to considering the abandonment of existing resources, building new resources, involvement in broadband, and whether the District was going to get into the electric charging station business.

EXECUTIVE SESSION

At 2:40 PM the meeting recessed to enter into an Executive Session for approximately 30 to 45 minutes to evaluate the qualifications of applicants for public employment pursuant to RCW 42.30.110(1)(g). Those in attendance were: Commissioners Waddell and Hays, General Manager Sean Worthington, Controller/Auditing Officer Lori Carter, Human Resources Manager Jamie Spence, and Communications Manager Nicole Hartman. General Manager Sean Worthington advised that action may or may not occur after the Executive Session. No other agenda items are planned after the Executive Session.

ANNOUNCEMENT

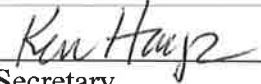
The meeting reconvened at 3:26 PM. Commissioner Waddell advised that staff had reviewed six candidates for the District 2 Commissioner position and had provided the Board with their rankings. He made a motion to, based on candidate availability, conduct a second round of interviews in a panel format for three candidates on Monday, April 17th at 1 PM. Commissioner Hays and seconded and the Board voted to approve the motion. General Manager Sean Worthington advised that a special meeting notice would be posted and shared with the media by the end of the day. The three candidates to be re-interviewed are Nathan Adkisson, John Purvis, and Marc Sullivan.

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 3:29 PM.

Submitted by Teresa Lyn, Executive Assistant.

ATTEST:


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/>.

April 10, 2023