



**PUBLIC UTILITY DISTRICT NO. 1  
of Jefferson County**

**May 7, 2019**

**Board of Commissioners  
Special Meeting**

**Final Minutes**

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 4:00 p.m. on May 7, 2019, at the PUD Operations Center, 310 Four Corners Road, Port Townsend, Washington, 98368. Present:

Commissioner Jeff Randall, President  
Commissioner Kenneth Collins, Secretary  
Commissioner Dan Toepper, Vice President  
Kevin Streett, Acting General Manager  
Annette Johnson, Executive Assistant/Records Officer  
Bill Kolden, Interim Human Resources Manager  
Don McDaniel, PUD Consultant

Recording Secretary Cammy Brown

**CALL TO ORDER:**

Commissioner Jeff Randall called the special meeting of the Special Board Meeting of the PUD Board of Commissioners for May 7, 2019, to order at 4:00 p.m. Introductions were given.

**AGENDA APPROVAL:**

**MOTION:** Commissioner Kenneth Collins made a motion to approve the agenda as presented. Commissioner Daniel Toepper seconded the motion. Motion carried unanimously.

**EXECUTIVE SESSION:** An executive session was held pursuant to RCW 42.30.110(1) (g) to review the performance of a public employee. The notice that was sent out for this meeting announced there may be possible action after the Executive Session.

This Executive Session may take 40 minutes.

At 4:40 p.m. Commissioner Jeff Randall announced the Executive Session had ended.

Assistant General Manager Kevin Streett was brought into the meeting. Commissioner Jeff Randall announced he would like to add an item on the Board of Commissioners' Meeting of May 7, 2019, entitled General Manager Position. No action was taken at this meeting.

**ADJOURNMENT:**

Commissioner Jeff Randall declared the May 7, 2019, Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 4:22 p.m.

- Warranty on substation transformers.
- What substation gets transformer?

**Reconnect Grant:** Tom Brotherton gave an overview on the grant application. Acting General Manager Kevin Streett will review the grant process and report back at the next BOC meeting.

**PUBLIC COMMENT:**

- Department of Commerce is a resource.
- JBAT assistance.
- Data – current services.
- Retail requirement on application.
- ISPs as applicants.
- Is ISP on the hook for paying back the grant?
- Opportunity for applying for funds from the state will be available at this time.
- PUD must complete strategic plan.
- In kind donation – can it be used on application for match? (only money).
- Relationship between PUD and ISPs.
- Does application require you identify customers that will be served by the fiber? (No).
- Proposal deadline – end of May. When do they award? (couple of months).

**MOTION:** Commissioner Kenneth Collins made a motion that the BOC authorize the Acting General Manager of the PUD to study the possibility of Jefferson PUD partnering in order to submit a grant application. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

8. **SIGNING OF DOCUMENTS:** The signing of documents was done in open public meeting format.

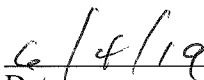
9. **ADJOURNMENT:**

Commissioner Jeff Randall declared the May 7, 2019, Regular Meeting of the Jefferson County Public Utility District No. 1 adjourned at 7:05 p.m.

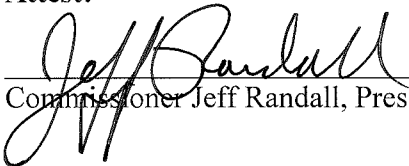
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Minutes prepared by  
Cammy Brown, PUD Recorder

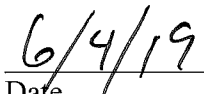
Approved:

  
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Commissioner Kenneth Collins, Secretary

  
\_\_\_\_\_  
Date

Attest:

  
\_\_\_\_\_  
Commissioner Jeff Randall, President

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner Daniel Toepper, Vice President

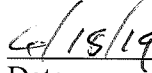
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*Please note PUD Board of Commissioner meetings are audio recorded and posted to the PUD website at [www.jeffpud.org](http://www.jeffpud.org), usually within 1-2 business days of each meeting. If you experience any difficulty accessing a particular recording, you may call 360.385.5800 for assistance. Jefferson PUD provides reasonable accommodations to persons with disabilities. We invite any person with special needs to contact our staff at 360.385.8351 at least 24 hours before the meeting to discuss any special accommodations.*

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Recording Secretary Cammy Brown

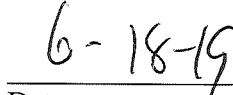
**Approved:**

  
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Commissioner Kenneth Collins, Secretary

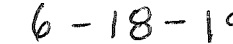
  
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**Attest:**

  
\_\_\_\_\_  
Commissioner Jeff Randall, President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Commissioner Dan Toepper, Vice President

  
\_\_\_\_\_  
Date

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