



**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
January 15, 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 10:00 a.m. on January 15, 2019, at the PUD Operations Center, 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
Will O'Donnell, Communications Manager
Annette Johnson, Executive Assistant/Records Officer
Jean Hall, Customer Services Manager
Don McDaniel, Consultant
Mark Hurley, TCF Architect

Cammy Brown, Recorder

CALL TO ORDER:

Commissioner Jeff Randall called the special meeting of the PUD Board of Commissioners for January 15, 2019, to order at 10:00 a.m.

INTRODUCTIONS: PUD commissioners and staff introduced themselves.

AGENDA APPROVAL:

There were no changes to the agenda.

MOTION: Commissioner Dan Toepper moved to accept the agenda as presented. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

CUSTOMER SERVICE POLICY INTRO PRESENTATION: Jean Hall, Customer Services Manager, gave a presentation on the PUD's Customer Service Policy. The policy that the staff has been working on is a consolidation of different customer service policies that have been scattered between electric service regulations, schedule of deposit and charges and the water system plan. The items presented were those that the PUD is changing and not already existing.

Handouts:

- Customer Service Policy power point. (Handout No. 1)
- PUD Customer Service Policy (Handout No. 2)
- Exhibit A – Electric Service Regulations (Handout No. 3)

General Counsel Joel Paisner has reviewed the policy.

There were no public comments.

TCF UPDATE: Consultant Don McDaniel gave some background information on the PUD Addition and Remodel. Mark Hurley, TCF Architect gave an update on the remodel. (Handout No. 4).

There was some public comment.

ADJOURNMENT:

Commissioner Jeff Randall declared the January 15, 2019, 10:00 a.m. Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 11:55 a.m.

Minutes prepared by
Cammy Brown, PUD Recorder

Approved:

Kenneth Collins
Commissioner Kenneth Collins, Secretary

2/19/19
Date

Attest:

Jeff Randall
Commissioner Jeff Randall, President

2/19/19
Date

Dan Toepper
Commissioner Daniel Toepper, Vice President

2-19-19
Date

Please note PUD Board of Commissioner special meetings are audio recorded and available to the public.

Final Minutes