



PUBLIC UTILITY DISTRICT NO. 1
OF
JEFFERSON COUNTY

April 9, 2018

**Citizen Advisory Board
Meeting**

*Final
Minutes*

A meeting of the Public Utility District No. 1 of Jefferson County (PUD) Citizen Advisory Board (CAB) was held at 310 Four Corners Road, Port Townsend, Washington, on April 9, 2018. The meeting was convened by Vice Chair Larry Dennison at 2:00 p.m. Attending:

CABMembers:

Roger Risley
L. Dennison (Vice Chair)
Peter Lauritzen
Tom Engel
Doug Huber (Chair)
Russ Michel
Karen Bennett

PUDRepresentatives:

Commissioner Wayne King
Don McDaniel, Consultant
Will O'Donnell, Communications Manager
Tammy Lehman, Interim CFO

Vice Chair Larry Dennison opened the meeting and established there was a quorum. He made the announcement that Chair Doug Huber will be at the meeting, but will be late.

Review of Agenda

It was requested that Tom Engel's presentation on Late Fees be placed after the first Public Comment section.

Karen Bennett announced that the Broadband Subcommittee does not have report to give so it was requested it be taken off the agenda.

MOTION: Tom Engel made a motion to approve the Agenda as amended and it was seconded by Roger Risley. Motion carried unanimously.

Approval of Minutes from Last Meeting:

There were several corrections made to the minutes. There was a request made to the PUD recorder that a draft of the minutes of the meetings be sent out within a week after the meeting takes place.

MOTION: Russ Michel made a motion to approve the minutes of the March 12, 2018, meeting of the Jefferson County PUD Citizen's Advisory Board as amended, and it was seconded by Tom Engel. Motion carried unanimously.

Public Comments: Topics covered:

- CAB to take on project concerning smart meters.
- PUD website.
- Broadband.
- Meter replacement – pros and cons.

Don McDaniel was asked to send out to all CAB members the previous report the CAB did on smart meters which was done three years ago.

Current members of the Smart Meters Subcommittee are Peter Lauritzen, Bill Kaune, Tom Engel. Russ Michel has joined the subcommittee. There was some discussion on getting into the financial aspects of the smart meters.

It was suggested the CAB would need direction from the BOC regarding any work to be done regarding meter replacement.

It was mentioned that a long list of topics were sent by a member of the public to Assistant General Manager Kevin Streett that needed to be addressed regarding smart meters. It was requested that this list be sent to the Smart Meters' Subcommittee.

Jurassic Parliament: Commissioner Wayne King made some comment on Handout No. 1 Jurassic Parliament Newsletter.

Chair Doug Huber arrived at 2:30 p.m.

Report on Late Fees: Tom Engel gave a verbal report and dispensed Handouts No. 2 (Late Bills Summary) and Handout No. 3 (Clallam PUD Inquiry – Customer Late Fees). There are two

issues: (1) Should there be a late fee? (2) What should that late fee be? Direction from the CAB was requested.

Russ Michel suggested that the subcommittee formulate a plan. It was the consensus of the CAB this be added to the agenda at the next CAB meeting.

Governance Subcommittee Edits: Chair of the Governance Subcommittee, Russ Michel, gave a report and dispensed Handout No. 4 (Draft CAB Governance Policy April 4, 2018). There were a number of comments, corrections, and additions to the second draft of the Governance Policy. There will be a third draft submitted at the next CAB meeting.

Additional Board Actions and Next Steps:

- Request was made to have General Manager Larry Dunbar attend the next CAB meeting.
- Request was made to have General Counsel Joel Paisner attend a CAB meeting.
- Late Fee Subcommittee report.
- Governance Subcommittee report.
- Broadband Subcommittee report.

Public Comment:

- Public Comment inconsistencies. Public comment process – suggestions.
- New interest from a member of the public (Gary Rowe) to serve the CAB.

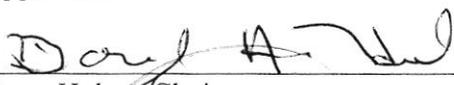
MOTION: Tom Engel made a motion and it was seconded by Roger Risley to adjourn the meeting of the April 9, 2018, meeting of the Jefferson County Public Utility District Citizens' Advisory Board. Motion carried unanimously.

ADJOURNMENT: Vice Chair Larry Dennison adjourned the meeting at 4:40 p.m.

Minutes prepared by: Cammy Brown, PUD Recorder

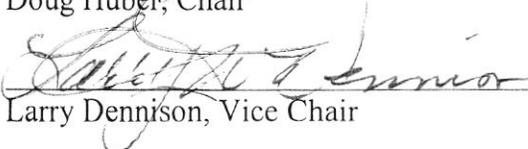
CAB meeting audio file available on website www.jeffpud.org

Approved:



Doug Huber, Chair

11 Jun 2018
Date



Larry Dennison, Vice Chair

6/11/18
Date

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