

FINAL MEETING MNUTES
 Jefferson County PUD
 Citizen Advisory Board (CAB)
 March 11, 2019

Attending CAB Members:

Attending PUD Representatives:

<input checked="" type="checkbox"/>	Larry Dennison, District 1	<input type="checkbox"/>	Jeff Randall, District 1 Commissioner
<input type="checkbox"/>	Tom Engel, District 1	<input type="checkbox"/>	Ken Collins, District 2 Commissioner
<input checked="" type="checkbox"/>	Sebastian Eggert, District 1	<input checked="" type="checkbox"/>	Dan Toepper, District 3 Commissioner
<input checked="" type="checkbox"/>	Karen Bennett, District 2	<input checked="" type="checkbox"/>	Kevin Streett, Acting General Manager
<input checked="" type="checkbox"/>	Gary Rowe, District 2	<input type="checkbox"/>	Will O'Donnell, Communications Mgr.
<input checked="" type="checkbox"/>	Tim Tibbals, District 2	<input type="checkbox"/>	Bill Graham, Water Operations Sup.
<input checked="" type="checkbox"/>	Russ Michel, District 3	<input checked="" type="checkbox"/>	Don McDaniel, Consultant for PUD
<input type="checkbox"/>	Dan Taylor, District 3	<input type="checkbox"/>	
<input type="checkbox"/>	Doug Huber, District 3	<input type="checkbox"/>	

1. CALL TO ORDER

The Chair, Larry Dennison, called the meeting to order at 2:05 p.m. and stated that a quorum was present.

2. CAB/STAFF INTRODUCTIONS: CAB and staff introduced themselves.

3. VOLUNTARY PUBIC INTRODUCTIONS: None given.

4. REVIEW OF AGENDA/APPROVAL:

MOTION: Russ Michel made a motion to approve the Agenda. Karen Bennett seconded the motion. Motion carried unanimously.

5. PUBLIC COMMENTS (for items not on the agenda)

The following public comments were made:

Speaker 1: Comment regarding communications. CAB reading emails from the public. Procedure for submitting paperwork to be included in packet.

Speaker 2: Comment regarding broadband – will there be a discussion at this meeting?

Speaker 3: Comment regarding Powership 2028 who are a group of citizens in Clallam County working with their PUD in some of their decision making.

6. **SIGN AND APPROVE CAB MINUTES:**

MOTION: Tim Tibbals made a motion to approve the CAB minutes of December 10, 2018. Gary Rowe seconded that motion. Motion carried. Russ Michel abstained (not in attendance at the meeting).

MOTION: Gary Rowe made a motion to approve the CAB minutes of January 14, 2019. Russ Michel seconded that motion. Motion carried unanimously.

Minutes from both meetings were signed during meeting.

7. **BOC UPDATE – DAN TOEPPER**

- Commissioners have been attending training at WPUDA.
- CFO hiring process will continue to move forward.
- PUD has new Interim HR Manager (Bill Kolden).
- Assistant Manager/Electrical Superintendent retired.
- Salary consultant completed information gathering process.
- BOC approved a 3% cost of living increase.
- Magellan moving forward towards launching survey to customers in March.
- Late January there was a capital budget presentation by staff.
- TCF, Architectural Consultant's work on building process is moving forward.
- Separation Agreement with former General Manager was finalized.
- Resolution to institute Kevin Streett as Acting General Manager was signed.
- Resolution signed to help furloughed Federal employees deal with their utility bills.
- Contract for work at Peterson Lake was put on hold.
- PUD moving forward on a request of the WAVE system in Port Hadlock to manage that system (Olympic Greens).
- Emergency resolution in place to work on electric infrastructure on Swansonville Road. BOC rescinded that and plans are being made to determine a long range work plan and send out to bid.
- BOC voted to give direction to CAB to work on an opt out option related to the AMI program.
- BOC met with staff to discuss organizational structure.
- On March 25th there is a PUD/WPUDA Strategic Planning workshop.
- County commissioners on the 4th of March awarded PIF grants of which two will come to the PUD. One was for the Quilcene Water Tank Replacement \$106,000 along with other funds we had already had with that in matches. PUD will have \$416,000 towards a 1.8 million dollar job. The other was for \$60,000 on downtown broadband project.
- PUD had a booth at the County Home Show.
- BOC approved a loan to NoaNet for \$200,000. PUD has a shared interest as part owners in NoaNet. It is for six years and will pay roughly 5% interest.
- BOC renegotiating the regular contract with NoaNet.

- Negotiations presently with CenturyLink to possibly share fiber to help supply better services on Marrowstone as a starting point to other parts in the county.
- Attended the Fire Chiefs' meeting.
- BOC and CAB joint workshop on 3-12-19.
- BOC will be attending the Broadband Symposium in Clallam County sponsored by North Olympic Development Council.

8. PUD STAFF REPORTS – KEVIN STREETT

- Staff pushing forward on several projects. Some projects were delayed because of snow storm.
- Replaced transformers on the water that were rusted through.
- PUD has agreed to do the new Visitor Center downtown in conjunction with the City of Port Townsend. Will include charging station for electric cars.
- Swansonville Road work to begin in April. This will be bid out.
- Bridgehaven possible water purchase.
- PUD understaffed.
- March 25 there is a PUD Strategic Planning meeting.

PUBLIC COMMENT:

- CFO candidate. PUD rescinded offer.
- Status of community solar project - put on hold.
- Clallam County 5G cell tower.

9. SUB-COMMITTEE REPORTS:

9.1 Governance Sub-Committee – Russ Michel:

- Don McDaniel invited to be on sub-committee. Three CAB members are Larry Dennison, Karen Bennett, Russ Michel, Tom Thiersch and Don McDaniel.
- Audio Recording Index.
- Summary meeting minutes.
At the beginning of the meeting the Recording Secretary will start a timer and note the time on the Agenda.
- New recording system in the process of being purchased to be used at the CAB and BOC meetings.

PUBLIC COMMENT

- Can't access audio recording.
- Files too big.
Will O'Donnell will add explanation on line about downloading MP3 files to personal computers. (Handout No. 1).