



PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
March 21, 2017

**Board of Commissioners
Regular Meeting**

Final Minutes

The Regular 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) at 5:00 p.m. at the PUD Administration office at 230 Chimacum Road, Port Hadlock, Washington, 98339. Present:

Commissioner Kenneth Collins, President
Commissioner Jeff Randall, Vice President
Commissioner Wayne King, Secretary

Jim Parker, Manager
Kevin Streett, Assistant Manager
Bill Graham, Resource and Conservation Manager
Debbie Lund, Human Resources and Communications Manager
Tammy Lehman, Interim Financial Director
Kim Younger, Controller
Richard Hughes, General Counsel
Don McDaniel, Consultant

Cammy Brown, Recorder

1. CALL TO ORDER:

The meeting was called to order by Commissioner Kenneth Collins at 5:00 p.m.

Introductions were made by Commissioner Kenneth Collins, Commissioner Wayne King, Commissioner Jeff Randall, Richard Hughes, General Counsel and Jim Parker, Manager for the PUD and attendees.

2. AGENDA APPROVAL:

Manager Jim Parker made a correction to the Agenda. Agenda Item 7.2 should be 2016-008 not 2016.003.

There was an addition to the Agenda adding WPUA Discussion.

Commissioner Kenneth Collins added a second Executive Session – Real Estate.

Commissioner Jeff Randall stated that he would like Item 7.3 removed.

Item No. 3.1 Minutes of Regular Meeting should be March 7, 2017.

Item No. 3.2 Minutes of Special Meeting should be March 7, 2017.

MOTION made by Commissioner Jeff Randall and seconded by Commissioner Wayne King to

approve the Agenda as revised. Motion unanimously carried.

APPROVAL OF MINUTES:

Corrections were cited.

MOTION was made by Commissioner Jeff Randall and seconded by Commissioner Wayne King to approve the minutes of the Regular Meeting of the Jefferson County PUD of March 7, 2017 and February 21, 2017, **with changes mentioned.** Motion unanimously carried.

MOTION was made by Commissioner Jeff Randall and seconded by Commissioner Kenneth Collins to approve the minutes of the Special Meeting of the PUD of March 7, 2017. Motion unanimously carried.

4. CFO REPORT AND APPROVAL OF VOUCHERS

4.1 – Financial Director Report: Interim Financial Director Tammy Lehman gave a presentation. Commissioners expressed their appreciation for Tammy’s work and assistance.

MOTION: Commissioner Jeff Randall made a motion to approve the payment of Voucher Approval Form dated March 21, 2017 – payments to be made from the General Fund in the amount of \$2,478,416.25. Commissioner Wayne King seconded. Motion unanimously carried.

5. ITEMS FROM THE FLOOR :

- There was some discussion about Eaglemount broadband, expanding internet service and the lack of service in the rural areas.
- There was encouragement for the PUD to bring in broadband. There was some discussion on this topic.
- The PUD commissioners and staff were given compliments for their outstanding service to the community.
- There was some discussion on the timeline of the completion of the agreement with the City of Port Townsend. Manager Jim Parker said that they are close to reaching an agreement and apologized for the delay. Kevin Streett stated there were several changes to the original draft agreement. Commissioner Kenneth Collins stated he would like the commissioners to be informed of the progress of the agreement.

6. COMMISSIONERS’ REPORTS: Commissioners gave their reports.

7. ACTION ITEMS:

7.1 Resolution 2017-007 Appointing Auditor and Adjusting Manager Approval Level.

MOTION was made by Commissioner Wayne King to approve Resolution 2017-007 and Commissioner Jeff Randall seconded the motion. Motion unanimously carried.

7.2 Resolution amending Resolution 2016-008 Non-Represented Staff.

MOTION was made by Commissioner Jeff Randall to approve Resolution 2016-008 and Commissioner Wayne King seconded the motion. Motion unanimously carried.

8. DISCUSSION ITEMS:

8.1 PERS Resolution for BOC: Manager Jim Parker gave a presentation on the PERS Resolution for the Board of Commissioners. There was some discussion. It was suggested that travel time be accommodated for in the resolution. Manager Jim Parker will make the

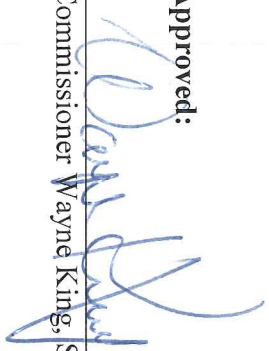
modification.

- 8.2 Transfer of Business from NoaNet to Jefferson PUD – Telecom: Manager Jim Parker was asked to set up a meeting with the Board of Commissioners to go over issues regarding NoaNet transitions with Joel Paisner. Meeting set for April 3, 2017, at 11:00am at the PUD Administration Building in Port Hadlock.
- 8.3 Next Five Things Discussion: Manager Jim Parker stated he is available to go to the meeting which is scheduled for April 5 10:00 am to 3:00 pm, at the Port Commission Building in Port Townsend. He stated he would have goals in place before the meeting. It was requested this be placed on the agenda at the April 4th Regular Meeting of the PUD as a discussion item.
- 8.4 Added by Commissioner Jeff Randall. He was advising the Board of Commissioners and attendees that there is a grant opportunity from Energy NW for Type 3 chargers available if anybody was interested.
9. **CAB REPORT:** Don McDaniel, Consultant, gave CAB report.
10. **MANAGER'S REPORT:** Manager Jim Parker gave his report. Discussion took place on the Bremerton Sun advertising opportunity. Manager Jim Parker was asked to get more information before a decision could be made. Manager Jim Parker also advised the commissioners that there was a Work Fair in Quilcene on April 28, 2017, from 5:30 pm to 7:30 pm if anybody was interested in attending.
11. **COMMISSIONERS' CALENDARS:** Commissioners gave their upcoming calendars.
12. **CORRESPONDENCE:** No report.
13. **FUTURE PLANNING:** Some discussion but no report.
14. **EXECUTIVE SESSION:** Commissioner Kenneth Collins adjourned the meeting at 6:50 p.m. to go into Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.
- The regular meeting of the Board of Commissioners of the Jefferson County PUD was reconvened from the Executive Session at 7:10 p.m. No action was taken.
- The meeting adjourned at 7:10 p.m. to go into Executive Session.
15. **EXECUTIVE SESSION:** Commissioner Kenneth Collins read RCW 42.30.110: To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.
- The regular meeting of the Board of Commissioners of the Jefferson County PUD was reconvened at 7:41 p.m. No action was taken.

16. ADJOURNMENT: Commissioner Wayne King made a motion to adjourn the March 21, 2017, Regular Meeting of the Jefferson County PUD. Commissioner Jeff Randall seconded the motion. Motion unanimously carried. Meeting adjourned at 7:43 pm.

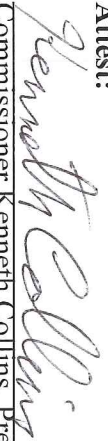
Minutes prepared by
Cammy Brown, PUD Recorder

Approved:




Commissioner Wayne King, Secretary Date 5-2-17

Attest:



Commissioner Kenneth Collins, President Date 5-2-17



Commissioner Jeff Randall, Vice President Date 5-2-17

Please note PUD Citizen Advisory Board meetings are audio recorded and posted to the PUD website at 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.