



Board of Commissioners Meeting
August 20, 2019 - 5:00 PM
63 Four Corners Rd. Jefferson County Transit

PUD REGULAR BOARD MEETING

1. CALL TO ORDER
2. AGENDA APPROVAL
3. GENERAL PUBLIC COMMENT: This public comment period is for any items not (15 min) specifically listed on the current Agenda or for items listed on the Consent Agenda. The Chair will also permit public comments on the other agenda items as they come up during the meeting. The Chair may place time limits on public comments to allow the meeting to be conducted in an efficient and orderly manner.
4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners.
 - 4.1 APPROVAL OF MINUTES
 - Draft Minutes BOC Regular meeting 7/16/19
 - Draft Minutes BOC Special meeting-Magellan 7/30/19
 - Draft Minutes BOC Special meeting-CAB/BOC 7/31/19
 - Draft Minutes BOC Special meeting- 3rd Qtr update 8/5/19
 - 4.2 APPROVAL OF VOUCHERS
 - 4.2.1 Voucher certification form with supporting warrant register and payroll form
 - 4.2.2 BOC approval of voucher approval form
 - 4.3 ACTION ITEMS
 - 4.3.1 Write-offs for July 2019
 - 4.3.2 CAB report
 - 4.4 PUD CALENDAR

END OF CONSENT AGENDA

 - 5.0 COMMISSIONER REPORTS
 - 6.0 GENERAL MANAGER REPORT
 - Discussion of Strategic Plan items
 - 7.0 ACTION ITEMS REQUIRING BOARD DISCUSSION
 - 7.1.1 RFP for EEI support
 - 7.1.2 Water Rate increase
 - 7.1.3 Net meter application fee
 - 7.1.4 4-year Work Plan
 8. SIGNING OF DOCUMENTS
 9. ADJOURN



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

July 16, 2019

**Board of Commissioners
Regular Meeting**

Draft 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 or BOC) at 5:00 p.m. on July 16, 2019, at the Jefferson Transit Conference Room, 63 Four Corners Road, Port Townsend, Washington, 98368. Present:

Commissioner Jeff Randall, President
Commissioner Kenneth Collins, Secretary
Commissioner Dan Toepper, Vice President

Kevin Streett, General Manager
Joel Paisner, General Counsel
Will O'Donnell, Communications Manager
Annette Johnson, Executive Assistant/Records Officer
Bill Kolden, Interim Human Resources Manager
Mike Bailey, Financial Services Manager
Jean Hall, Customer Services Manager
Bill Graham, Interim Water Supervisor
Jimmy Scarborough, Interim Electrical Engineering Supervisor
Scott Bancroft, Special Projects Coordinator
Don McDaniel, Consultant

Recording Secretary Cammy Brown (Absent)

1. CALL TO ORDER:

Commissioner Jeff Randall called the regular meeting of the PUD Board of Commissioners for

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Jefferson County PUD
Board of Commissioners
July 16, 2019 Regular Meeting
Draft Minutes

July 16, 2019, to order at 5:00 p.m.

INTRODUCTIONS: Commissioner Jeff Randall started the meeting asking for voluntary introductions from the commissioners and staff.

2. AGENDA APPROVAL:

Commissioner Dan Toepper requested that Emergency Management discussion be added as an item on the Agenda. This was added at the end of Action Items Requiring Board Discussion.

MOTION: Commissioner Kenneth Collins made a motion to approve the agenda as modified. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

3. GENERAL PUBLIC COMMENT: Commissioner Jeff Randall presented the guidelines for members of the public to submit their comments. Topics abbreviated.

- Establish a reliable historical narrative of the PUD. Response: PUD has a history of the water system plans which has the history of each individual water system but with regards to individuals within the organization there is none.
- Annual report every year.

4. APPROVAL AND ADOPTION OF THE CONSENT AGENDA:

Commissioner Jeff Randall announced that one item that was added after the initial packet went out was 4.3.3 Bid Award for Swansonville Road 2nd Phase. Commissioner Jeff Randall requested this item be removed from the Consent Agenda. This item was removed and placed at the beginning of the Action Items Requiring Board discussion.

MOTION: Commissioner Kenneth Collins made a motion to approve and adopt the Consent Agenda as modified. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

4.1 APPROVAL OF MINUTES:

Draft minutes BOC Regular Meeting June 18, 2019.
Draft minutes BOC Regular Meeting July 2, 2019.

4.2 APPROVAL OF VOUCHERS

4.2.1 Voucher certification form with supporting warrant register and payroll form.

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Jefferson County PUD
Board of Commissioners
July 16, 2019 Regular Meeting
Draft Minutes

4.2.2 BOC approval of voucher approval form.

VOUCHER CLAIM FORMS FOR INVOICES PAID:

WARRANTS	AMOUNT	DATE
Accounts Payable: #120536 to #120540	\$ 144,092.30	6/27/2019
Accounts Payable: #120541 to #120597	\$ 403,053.38	7/02/2019
Payroll Checks: # 70608 to # 70613	\$ 9,659.11	6/28/2019
Payroll Direct Deposit	\$ 85,142.73	6/28/2019
TOTAL INVOICES PAID	\$ 641,947.52	
WIRE TRANSFERS PAID	AMOUNT	DATE
Peterson Lake	\$ 14,328.62	7/02/2019
GRAND TOTAL	\$ 656,276.14	
VOIDED WARRANTS		
120403	1,427.00	

4.3 ACTION ITEMS

- 4.3.1 Write-offs for June 2019.
- 4.3.2 Asplundh tree trimming bid award.
- 4.3.3 Bid Award for Swansonville Rd. 2nd Phase – removed and placed under 7.0 Action Items Requiring Board Discussion 7.1.0.

4.4 PUD CALENDAR.

END OF CONSENT AGENDA.

5. COMMISSIONER REPORTS:

Commissioner Dan Toepper:

- 7/8 Attended CAB (Citizen Advisory Board) meeting as an observer only.
- 7/10 Met with General Manager Kevin Streett.
- 7/11 Travelled to Peninsula College in PA to review streaming of the film Damned to Extinction which focuses on the declining orca population of the West Coast.

- 7/12 Attended Management and BOC Goals and Objectives workshop.
- 7/15 Attended 2019 Budget update meeting.
- 7/16 Attended Executive Session meeting.
- 7/16 to
- 7/19 Will attend WPUDA training in Leavenworth.
- 7/30 Will attend Magellan broadband update.
- 7/31 Will attend BOC/CAB Joint Meeting.
- 8/1 Will meet with GM Kevin Streett.
- 8/5 Will attend Quarterly Staff Update.

Commissioner Dan Toepper advised the BOC that he studied the paper surveys on broadband that were received by the PUD and gave a short report.

Commissioner Kenneth Collins:

- 7/11 Met with General Manager Kevin Streett and Port Commissioner Bill Putney. There was a discussion about opportunities for partnering on grants for upgrades to the available voltage and broadband for Port offices. There was a general acceptance of the concept that there should be a joint meeting between our BOC and the Port BOC for planning purposes.
- 7/12 Attended Management and BOC Goals and Objectives workshop.
- 7/15 Met with General Manager Kevin Streett.
- 7/15 Attended 2019 Budget update meeting.
- 7/16 Attended Executive Session Special Meeting.
- 7/16 to
- 7/19 Will attend WPUDA training in Leavenworth.
- 7/23 to
- 7/25 Will attend meeting for Energy NW Board Meeting.
- 7/30 Will attend Magellan broadband update.
- 7/31 Will attend BOC/CAB Joint Meeting.
- 8/5 Will meet with General Manager Kevin Streett.
- 8/5 Will attend Quarterly Staff update meeting.

Commissioner Jeff Randall:

- 7/8 Attended CAB (Citizen Advisory Board) meeting.
- 7/11 Travelled to Peninsula College in PA to review streaming of the film Damned to Extinction which focuses on the declining orca population of the West Coast.
- 7/12 Attended Management and BOC Goals and Objectives workshop.
- 7/15 Attended 2019 Budget update meeting.
- 7/16 Attended Executive Session meeting
- 7/16 Met with General Counsel Joel Paisner.

- 7/16 to
- 7/19 Will attend WPUDA training in Leavenworth.
- 7/22 to
- 7/26 Will be out of town.
- 7/30 Will attend Magellan broadband update.
- 7/31 Will attend BOC/CAB Joint Meeting.
- 8/5 Will meet with General Manager Kevin Streett.
- 8/5 Will attend Quarterly Staff Update.

6. GENERAL MANAGER REPORT.

Scott Bancroft, Special Projects Coordinator, gave an updated report on tree trimming projects.

General Manager Kevin Streett is in the process of arranging a broadband meeting with neighboring PUDs to be scheduled before the end of the year.

7. ACTION ITEMS REQUIRING BOARD DISCUSSION:

7.1.0 Bid Award for Swansonville Rd. Second Phase. Scott Bancroft, Special Projects Coordinator, gave a report on replacing existing underground service on Swansonville Road Second Phase. Two bids from Landmark Excavating and Shold Excavating were submitted. Landmark Excavating was the qualified low bidder. Commissioner Dan Toepper requested communication with the public to make them aware that the PUD will be there and loggers will be there also.

PUBLIC COMMENT:

- Question on original conduit.

MOTION: Commissioner Jeff Randall made a motion to approve authorizing staff to award the bid to the low bidder Landmark Excavating. Motion was seconded by Commissioner Kenneth Collins. Motion carried unanimously.

7.1.1 CAB Report. PUD Consultant Don McDaniel gave a report.

PUBLIC COMMENT: (topics abbreviated).

- Public member wanted clarification on third bullet point in written CAB report regarding CAB meetings not a platform for public hearing but are for conducting business meetings.
- OPMA (Open Public Meetings Act). Status report to be made at next board meeting.

- Five new members of the CAB were introduced.

7.1.2 Opt Out. Commissioner Jeff Randall read the Summary from the CAB. “The majority of the Jefferson PUD Citizen Advisory Board has approved the following Opt-Out Policy language to be forwarded to the Jefferson Board of Commissioner for consideration.

‘The PUD will offer a non-transmitting meter to single phase ratepayers who wish to opt out of their current RF transmitting meter. Until the PUD calculates the actual cost, a \$5.00 monthly fee will be assessed. The actual cost will then be applied. If the ratepayer requests a subsequent meter change, charges to do so will be assessed.’ ”

COMMENTS: (interactive conversations and comments by everyone in meeting):

- The process should have involved getting more input from members of the community.
- Staff needs to be interviewed.
- Need more information, i.e. comparison with what other PUDs are doing and why they are doing it.
- How many meters are actually being read?
- Look at areas where there is available data to be gathered and integrate that into the process.
- Need more discussion.
- Don’t need to worry about work plan now – CAB has enough to do.
- Minority Report.
- The first sentence of the opt out policy should state specifically that the PUD will offer analog and digital non-transmitting meters.
- The second issue was meter charge. The \$5.00 per month recommendation that was in there and the minority report was recommending considering the base charge is something that we charge all customers. It doesn’t cost the PUD the same to provide service and to read the meters to all our customers because in some places you have high density of customers so it is less expensive to do it. Some places that are further out there are more miles per line per customer and you kind of average that cost out with the electricity rate as well as the meter base charge.
- Task staff with taking the CAB recommendation as well as the minority report and review and study it and come back with both a recommendation on how we could implement an opt out policy,

- Cost benefit analysis. That is where staff should take this up and tell us how they see it.
- Each commissioner provide a list of questions and turn them over to the staff.
- Schedule a subsequent meeting on the policy issue.
- Work plan for the CAB is not a priority now.
- Policy needs tweaking word wise.
- CAB was tasked with developing a model policy.
- What is intent of the policy?
- Language as written is what the CAB voted for.
- The initial meter replacement in the recommendation would not have a fee associated with it and if the customer then wanted a subsequent meter change again, then that would possibly have a meter charge.
- Does the language represent the majority's opinion? Response: Yes.
- Staff can work on policy and bring it back.
- Comment was made that the Recording Secretary read back the policy language very clearly.

PUBLIC COMMENTS:

- Charging the customers twice. – paying for meter choice and paying for infrastructure cost associated with new 19 million dollar AMR or AMI system.
- Arbitrary nature of PUD frugality. When is the cost of doing business acceptable and when is it not acceptable?
- Cost of PUD clothing. (Response: Commissioners purchase own clothing).
- SMOG meter research.
- Examples of opt out policies from different counties and states.
- SMOG is asking three things:
 - 1) To add analog to the opt out meter choice.
 - 2) To remove the customer cost of opting out.
 - 3) To have a brainstorming workshop to explore how the cost of an opt out program can be reduced for everyone.
- The industry model is the most common. The customer oriented model is the exception. SMOG suggests the following:
 - 1) To add analog to the opt out meter choice.
 - 2) To remove the customer cost of opting out.
 - 3) To have a brainstorming workshop to explore how the cost of an opt out program

can be reduced for everyone.

- Model policy is really a statement and not a policy.
- No background work is documented on the opt out policy.
- Self-read meters.
- Policy needs to be edited.
- Smart meters were included in budget in association with rates.
- Customer having choices and keeping those choices.
- Fairness issue on choices.
- Electromechanical meters be among the choices that somebody choosing an alternative reading system would be able to have.
- There are several meter remanufacturers in this country.
- Providing light on Oak Bay Road and the charges associated with that.
- PUD making a good business decision.
- Idea – annual report from the PUD.

MOTION: Commissioner Jeff Randall made a motion to direct the PUD staff to take the information so far generated and draft a proposal to implement it whether that is policy language or otherwise. The commissioners would also like to task staff with scheduling a meeting at a date when they think it is suitable to do so. Once the CAB has some information for the commissioners to review, the CAB would be invited and the commissioners are welcome to submit questions or comments to staff during that process. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously..

PUBLIC COMMENT:

- Scheduling a public workshop for the public.
- Providing research to staff.
- Document that a member of the public was referring to has not been reviewed by the entire CAB, only the Opt Out Sub-committee.
- There was a resolution approved by the commission in 2014 that the BOC is supposed to review annually the work of the CAB.

It was suggested that any comments or ideas can be forwarded to PUD Consultant Don McDaniel.

7.1.3 Water Rate Increase Proposal. This is a discussion item only. General Manager Kevin Street gave a brief report. The PUD has to absorb cost on the high usage of water. The

proposal submitted by EES Consulting was reviewed. The question was asked are these customers' consumption of water causing other customers the inability to get on the system? More clarification was requested on the proposal. This is a first touch. There will be further communication with the community on the water waste increase.

PUBLIC COMMENT:

- Report is unintelligible. Bad numbers, fallacies, bad English. (details given).
- Calculations in document are erroneous.
- Company is subpar.
- Proposal should be done in-house.
- Value of rate structure comparing to City of Seattle.
- Example of water rationing in California. Exceeding limit.
- If considering a Tier 4 policy consider putting a strict upper limit on consumption.
- Higher prices alone will not be enough with some consumers.to stop them from going over the limit.
- EES Consulting has had several complaints from CAB members. Why is the PUD using them?
- What is excess water consumption for? (Response: irrigation of lawn).
- EES Consulting does not state how much revenue they provide.

General Manager Kevin Streett will revise the document and bring it back to the BOC. Commissioner Kenneth Collins suggested using WPUDA to get more benchmarking information, particularly this side of the Cascades. PUD staff was directed to bring proposal back and come forward with a recommendation to the BOC for what seems to be a reasonable Tier 4 level. Commissioner Collins would like more information on what the outlying users are using the water for.

7.1.4 CAB/BOC Meeting Agenda CAB projects July 31, meeting.

The CAB needs to have a discussion about the need for an annual work plan. The sub-committee members are Jessie Dillion, Gary Rowe and Russ Michel. CAB Co-Chair Russ Michel went over proposal for agenda for the July 31, 2019 joint meeting with the BOC.

CAB members will put together an agenda and submit it to Executive Assistant Annette Johnson before the 26th of July, 2019.

PUBLIC COMMENT:

- Difficult for the CAB to send a report if they don't have direction from the BOC.
- Annual workshop good idea.

- There is a resolution from 2014 that says the Board is supposed to review annually the work of the CAB.

MOTION: Commissioner Dan Toepper made a motion that the BOC take the meeting scheduled for July 31, 2019, and split it for the first hour for opt out and the second hour for work plan. There was no second to the motion. **Motion dies.**

There was direction from the commissioners that any further suggestions for the Agenda for the meeting of July 31, 2019 be forwarded to PUD Consultant Don McDaniel and that Executive Assistant Annette Johnson will prepare the Agenda.

PUBLIC COMMENTS:

- Suggestion that BOC set a second meeting as soon as possible after the July 31st meeting to go over Opt Out Policy.
- Disappointment that Opt Out policy will not be part of the July 31st meeting.
- Would like the BOC to propose a second meeting as soon as possible after that meeting.

7.1.5 Emergency Management Discussion: BOC involvement in events:

- All county picnic (all commissioners attending).
- KPTZ radio interviewed (Commissioner Dan Toepper representing BOC).
- Jefferson County Chamber luncheon (Commissioner Dan Toepper representing BOC).

There was consensus among the commissioners that Commissioner Dan Toepper will be involved in the Emergency Management program for the PUD.

PUBLIC COMMENT:

- The PUD does not have much of a plan for emergency management.
- Citizens need clear understanding of what the PUD expects them to do regarding emergency management.

Interim Water Supervisor Bill Graham reported that there is a plan that is being developed regarding water storage and emergency preparedness.

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

9. ADJOURNMENT:

Commissioner Jeff Randall declared the July 16, 2019, Regular Meeting of the Board of Commissioners of the Jefferson County Public Utility District No. 1 adjourned at 7:25 p.m.

Minutes prepared by
Recording Secretary Cammy Brown
from Audio Recording

Approved:

Commissioner Kenneth Collins, Secretary

Date

Attest:

Commissioner Jeff Randall, President

Date

Commissioner Daniel Toepfer, Vice President

Date

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

July 30, 2019

**Board of Commissioners
Special Meeting**

Draft 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 July 30, 2019, at 310 Four Corners Road, Port Townsend, Washington, 98368. Present:

Commissioner Jeff Randall, President
Commissioner Kenneth Collins, Secretary
Commissioner Dan Toepper, Vice President

Kevin Streett, General Manager
Will O'Donnell, Communications Manager
Lori Rae, Operations Administrator
Joel Paisner, General Counsel

Randy Trost, Magellan
Melanie Downing, Magellan

Cammy Brown, Recorder

CALL TO ORDER:

Commissioner Jeff Randall called the Special Meeting of the PUD Board of Commissioners for July 30, 2019 to order at 10:00 a.m.

INTRODUCTIONS: Commissioner Jeff Randall started out the meeting with asking for

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Jefferson County PUD
Board of Commissioners
July 30, 2019 Special Meeting
Magellan Update
Draft Minutes

voluntary introductions from the commissioners and staff.

Commissioner Kenneth Collins commented on the agenda. The expectation was that Magellan would be present to do an overview and update of the project. There has not been an update in months. Commissioners Dan Toepper and Commissioner Jeff Randall were in agreement with this expectation.

Communications Manager Will O’Donnell commented that after considering the unscheduled and unexpected events that had occurred in the past few days, the in-person meeting with representatives from Magellan was cancelled and that at today’s meeting there would a question and answer conference call with Randy Trost and Melanie Downing from Magellan.

After some discussion, there was consensus among the commissioners that there needed to be scheduled in person presentation and update from Magellan and that today’s meeting would continue to take place.

AGENDA APPROVAL:

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

UPDATE AND REVIEW 2019 PUD BUDGET:

At 10:06 a.m. Randy Trost and Melanie Downing of Magellan presented by phone conferencing a project overview and question and answer presentation. Melanie Downing left the meeting early.

ADJOURNMENT:

Commissioner Jeff Randall declared the July 30, 2019, Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 11:25 a.m.

Minutes prepared by
Cammy Brown, PUD Recorder

Approved:

Commissioner Kenneth Collins, Secretary

Date

Attest:

Jefferson County PUD
Board of Commissioners
July 30, 2019 Special Meeting
Magellan Update
Draft Minutes

Commissioner Jeff Randall, President

Date

Commissioner Dan Toepper, Vice President

Date

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

July 31, 2019

**Special Meeting
Public Utility District Board of Commissioners
and
Citizen Advisory Board**

Draft Minutes

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) and the Citizen Advisory Board was called to order by the Vice President of the Board of Commissioners (Board or BOC) at 10:02 a.m. on July 31, 2019, at the Chimacum Fire Hall, 9193 Rhody Drive, Chimacum, Washington, 98325. Present:

Attending CAB Members:

Attending PUD Representatives:

<input checked="" type="checkbox"/>	Larry Dennison, District 1	<input checked="" type="checkbox"/>	Jeff Randall, District 1 Commissioner (arrived 10:05 a.m.)
<input checked="" type="checkbox"/>	Jessica Dillion – District 2	<input checked="" type="checkbox"/>	Lori Rae, Operations Administrator
<input checked="" type="checkbox"/>	Tom Engel, District 1	<input checked="" 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 type="checkbox"/>	Karen Bennett, District 2	<input checked="" type="checkbox"/>	Kevin Streett, General Manager
<input checked="" type="checkbox"/>	Gary Rowe, District 2	<input checked="" type="checkbox"/>	Will O'Donnell, Communications Mgr.
<input checked="" type="checkbox"/>	Craig Durgan, District 3	<input checked="" type="checkbox"/>	Don McDaniel, Consultant for PUD
<input checked="" type="checkbox"/>	Russ Michel, District 3	<input checked="" type="checkbox"/>	Cammy Brown, Recorder
<input checked="" type="checkbox"/>	Dan Taylor, District 3(arrived at 10:15am)		

1. CALL TO ORDER:

Commissioner Dan Toepper, Vice President of the BOC, called the special meeting of the Citizen Advisory Board (CAB) and the PUD Board of Commissioners (BOC) for July 31, 2019, to order at 10:02 a.m. and announced that a quorum was present.

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Jefferson County PUD
Special Meeting - Board of Commissioners
and Citizen Advisory Board
July 31, 2019 Draft Minutes

INTRODUCTIONS: Commissioner Dan Toepper started the meeting by asking for voluntary introductions from the commissioners and staff.

2. AGENDA APPROVAL:

MOTION: Commissioner Kenneth Collins made a motion to approve the agenda. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

Commissioner Jeff Randall, President of the BOC, entered the room at 10:05 a.m. and took over as conductor of the meeting as President of the Board of Commissioners (BOC).

Commissioners, staff and CAB members discussed upcoming and current CAB projects.

ADJOURNMENT:

Commissioner Jeff Randall declared the July 31, 2019, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners and Citizen Advisory Board adjourned at 12:02 p.m.

Minutes prepared by
Cammy Brown, PUD Recorder

Approved:

Commissioner Kenneth Collins, Secretary

Date

Attest:

Commissioner Jeff Randall, President

Date

Commissioner Daniel Toepper, Vice President

Date

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

August 5, 2019

**Board of Commissioners
Special Meeting**

Draft 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 August 5, 2019, at the Chimacum Fire Hall, 9193 Rhody Drive, Chimacum, Washington, 98325. Present:

Commissioner Jeff Randall, President
Commissioner Kenneth Collins, Secretary
Commissioner Dan Toepper, Vice President
Kevin Streett, General Manager
Annette Johnson, Executive Assistant/Records Officer
Jimmy Scarborough, Engineering Supervisor
Jean Hall, Customer Services Manager
Lori Rae, Operations Assistant
Mike Bailey, Financial Services Manager
Alyson Dean, Purchasing/Stores
Bill Graham, Interim Water Supervisor Manager
Don McDaniel, PUD Consultant
Colton Worley, SCADA
Will O'Donnell, Communications Manager

Cammy Brown, PUD Recorder

CALL TO ORDER:

Commissioner Jeff Randall called the Special Meeting of the Jefferson County PUD Board of Commissioners for August 5, 2019, to order at 10:00 a.m. Voluntary introductions were given.

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Jefferson County PUD
Board of Commissioners
Special Meeting – 3rd Quarter
2020 Budget Projections
August 5, 2019 – 10:00 a.m.
Draft Minutes

AGENDA APPROVAL:

Commissioner Jeff Randall requested that the radio interview that Commissioner Dan Toepper will be involved in with the local radio station KTPZ be added to the agenda for discussion.

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

The purpose of the Special Meeting was convened to provide a presentation and discussion of third quarter project updates of the Jefferson County PUD. Staff reported on projects.

Commissioner Dan Toepper announced that he will be interviewed by the local radio station KTPZ August 6, 2019. The subject to be discussed will be emergency preparedness.

ADJOURNMENT:

Commissioner Jeff Randall declared the August 5, 2019, Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 11:47 a.m.

Minutes prepared by
Cammy Brown, PUD Recorder

Approved:

Commissioner Kenneth Collins, Secretary

Date

Attest:

Commissioner Jeff Randall, President

Date

Commissioner Daniel Toepper, Vice President

Date

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VOUCHER CERTIFICATION FORM

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just and due obligation against Public Utility District No. 1 of Jefferson County, and that I am authorized to authenticate and certify to said claims, and I, the undersigned, do hereby certify under penalty of perjury that claims for employee and commissioner expenses are just and due against Public Utility District No. 1 of Jefferson County.

Signed:  8/15/19
 Mike Bailey, Financial Services Manager / District Auditor Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS		AMOUNT	DATE
Accounts Payable:	# 120776 to # 120832	\$	427,170.10	8/1/2019
Accounts Payable:	# 120833 to # 120882	\$	436,922.80	8/8/2019
Accounts Payable:	# 120883 to # 120883	\$	71,668.17	8/13/2019
Payroll Checks:	# 70620 to # 70626	\$	10,403.72	7/26/2019
Payroll Checks:	# 70627 to # 70632	\$	11,040.05	8/9/2019
Payroll Direct Deposit:		\$	97,071.49	7/26/2019
Payroll Direct Deposit:		\$	90,728.16	8/9/2019
TOTAL INVOICES PAID			\$1,145,004.49	

	WIRE TRANSFERS PAID		AMOUNT	DATE
Peterson Lake		\$	14,328.62	8/2/2019
BPA		\$	1,120,409.00	8/12/2019

GRAND TOTAL **\$2,279,742.11**

VOIDED WARRANTS				
	120685	\$	5,662.50	

08/14/2019 4:30:45 PM

Accounts Payable Check Register

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07/26/2019 To 08/13/2019

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
120776 08/01/2019	CHK	10006	AFLAC	AFLAC BILL JUL 2019	273.84
120777 08/01/2019	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING	254.93
				TREE TRIMMING W/E 1/06/18	62.40
				TREE TRIMMING W/E 9/29/18	624.00
				TREE TRIM S PT E THORNDYKE THRU 12/07/18	5,820.00
				TREE TRIMMING PARADISE BAY TO PT LUDLOW	19,425.00
				TREE TRIMMING W/E 2/10/17 PORT HADLOCK	124.80
				TREE TRIMMING W/E 1/27/17 QUILCENE	94.45
				TREE TRIMMING W/E 2/17/18	312.00
				TREE TRIMMING W/E 3/10/18 JEFFERSON	312.00
				TREE TRIMMING W/E 2/24/18 JEFFERSON	429.17
				TREE TRIMMING W/E 3/17/18	312.00
				TREE TRIMMING W/E 3/24/18	312.00
				TREE TRIMMING W/E 3/03/18	396.61
				TREE TRIMMING W/E 4/07/18	312.00
				TREE TRIMMING W/E 4/14/18 72JEFCO	304.20
				CREDIT MEMO FOR TREE TRIMMING W/E 6/09/18	-3,977.29
				TREE TRIMMING W/E 4/21/18 72JEFCO	312.00
				TREE TRIMMING W/E 3/31/18 72JEFCO	408.62
				TREE TRIMMING W/E 05/19/18	78.00
				TREE TRIMMING QUILCENE 1/30-4/10/19	35,381.88
				TREE TRIMMING W/E 6/09/18	348.45
				WEED CONTROL FOR WEEK ENDING 6/09/18	105.99
				TREE TRIMMING W/E 6/02/18 72JEFCO	313.89
				TREE TRIMMING W/E 6/02/18 72JEFCO	234.00
				TREE TRIMMING	5,776.92
				TREE TRIMMING W/E 7/14/18	78.00
				TREE TRIMMING W/E 7/20/19	6,418.80
				TREE TRIMMING W/E 7/21/18	78.00
				TREE TRIMMING W/E 6/30/18	78.00

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				TREE TRIMMING W/E 8/04/18	312.00
				TREE TRIMMING W/E 7/21/18	53.26
				TREE TRIMMING W/E 8/18/18	58.90
				TREE TRIMMING W/E 8/18/18	78.00
				TREE TRIMMING W/E 9/08/18	660.06
				TREE TRIMMING W/E 9/15/18	624.00
				TREE TRIMMING W/E 9/22/18	312.00
				TREE TRIMMING W/E 9/22/18	312.00
				TREE TRIMMING W/E 09/01/18	530.53
				Total for Check/Tran - 120777:	77,671.57
120778 08/01/2019	CHK	10714	SCOTT A BANCROFT	MRSC CLASS PURCHASING&PUBWRK 7/24	93.30
120779 08/01/2019	CHK	10026	BAYVIEW PUMPS, INC	REYNOLDS WELL - WELL PUMP INSTLD 6/12 SKYWATER- EMGR REPAIR BOOSTER PUMP 7/7	8,134.70 299.75
				Total for Check/Tran - 120779:	8,434.45
120780 08/01/2019	CHK	10498	BEVINS COMPANY	CALIBRATE HIPOT TESTER	158.90
120781 08/01/2019	CHK	10036	CARL'S BUILDING SUPPLY, INC	WO#19183-CONCRETE, LINE & STAKES	95.63
120782 08/01/2019	CHK	10041	CDW GOVERNMENT	TONER CARTRIDGES TONER CARTRIDGES	59.76 14.93
				Total for Check/Tran - 120782:	74.69
120783 08/01/2019	CHK	10042	CELLNET TECHNOLOGY INC	METER READS - JUN 2019	27,349.40
120784 08/01/2019	CHK	10045	CENTURY LINK-S	CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/16-8/15/19 CIRCUIT INFO 7/23-8/22/19 CIRCUIT INFO 7/23-8/22/19	89.26 38.81 104.78 17.25 155.24 25.87 31.14 7.79

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Total for Check/Tran - 120784:					470.14
120785 08/01/2019	CHK	10052	CITY OF PORT TOWNSEND	PERMIT TYPE:WP-SHOR-EXEMPTION ADAMS ST	243.00
120786 08/01/2019	CHK	10053	COMPUNET, INC	SCADA SWITCHES - IE-4010 SMARTNET 1YR	552.34
				SCADA SWITCHES - IE-2000 SMARTNET 1YR	439.49
				IRONDALE SUB SWITCHES - IE-4010	5,686.64
				GC, BECKET,PKRDG&MDPT SWITCHES - IE-2000	3,527.68
Total for Check/Tran - 120786:					10,206.15
120787 08/01/2019	CHK	10551	DAY WIRELESS SYSTEMS	MOBILE RADIOS - 2019 AUG	985.15
120788 08/01/2019	CHK	10070	DOUBLE D ELECTRICAL, INC	FRONT ROAD SIGN LIGHT SVC 5/09/19	413.20
				UPGRADE-LED LIGHT RETROFIT CREW TRAILER	586.23
				REPAIR HILLCRST-BECKETT PT 4/5	4,305.35
Total for Check/Tran - 120788:					5,304.78
120789 08/01/2019	CHK	10083	EXCEL UTILITY CONSTRUCTION	EXCAVATE & BORE- 861 FOUR CRNRS 7/18/19	2,018.36
120790 08/01/2019	CHK	10090	FREDERICKSON ELECTRIC, INC	INSTL ELEC - 250 TYLER ST SUMP PUMP 7/19	1,825.41
				ELECTRICAL PANEL TROUBLESHOOT	495.95
Total for Check/Tran - 120790:					2,321.36
120791 08/01/2019	CHK	10094	GENERAL PACIFIC, INC	FIBERGLASS PUPI ARM 8'	-2,545.48
				METER T SEALS	185.30
				WIRE #2 AL OH TPX	1,726.56
				CLOVER LEAF, HEAT SHRINK, URD SPLICE	1,049.67
				HEAT SHRINK	474.15
				URD SPLICE	256.97
				SIDEBY	54.72
				INSULATED CAP 600A 25KV	4,219.61
				TAPE	1,757.42
				MASTIC TAPE	271.80
				DEADEND	340.00
				TRAN 3P PAD 150KVA,112.5KVA&500KVA 120/2	53,849.27

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				ELBOW 1/0 WITH TEST POINT & INSULATED CAP	1,524.47
				POLYWATER	214.77
				UNITSTRUT CLAMP	297.57
				UNISTRUT CLAMP	142.79
				Total for Check/Tran - 120791:	63,819.59
120792 08/01/2019	CHK	10732	GRAYBAR ELECTRIC COMPANY INC.	FLEXSCAN TOOL-AFL FLEXSCAN FS300 QUAD OT	10,957.21
120793 08/01/2019	CHK	10103	H D FOWLER	WATER PARTS - 6" WATER PIPE	106.82
				WATER PARTS - 6" VALVE PLUG	49.11
				WATER PARTS - 6" MJ BOLT KIT	116.35
				WATER PARTS - 6" BOLT KIT	26.54
				WATER PARTS - 1" WATER METER SETTER	261.61
				Total for Check/Tran - 120793:	560.43
120794 08/01/2019	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	PVC CUTTER & TUBECUTTER	45.76
				TOOL- XL GRAINDEER GLOVE AND LUBE	68.42
				POWERTOWN- GEN SALES HW	1.90
				TREATMENT PLANT- GEN HW SALES	8.63
				TREATMENT PLANT- TERRO ANT BAIT & GEN HW	26.02
				STOCK- SUPER GLUE	7.67
				WO#19138- VISQUEEN 20X100 6MIL BLK	188.54
				Total for Check/Tran - 120794:	346.94
120795 08/01/2019	CHK	10608	HARBORSIDE INN	RM STAY 7/8-7/11- HR	555.44
				RM STAY 7/8-7/11- HR	61.72
				RM STAY 7/22-7/25- HR	555.44
				RM STAY 7/22-7/25- HR	61.72
				RM STAY 7/01-7/02/19 - HR	277.72
				RM STAY 7/01-7/02/19 - HR	30.86
				Total for Check/Tran - 120795:	1,542.90
120796 08/01/2019	CHK	10110	HENERY HARDWARE	TREATMENT PLANT- ADAPT 3/8F FLX 1/4MIP B	8.71
				BOOSTER CABLE & GLOVES	49.03

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Total for Check/Tran - 120796:					57.74
120797 08/01/2019	CHK	10111	HIGHWAY SPECIALTIES LLC	SAFETY LIGHT SYSTEM - SIROCCO 400LED	6,322.00
120798 08/01/2019	CHK	10366	ICPE	GENERAL SVC - ENGINEERING MAY-JUN19	21,328.32
120799 08/01/2019	CHK	10117	ITRON, INC.	MAINTENANCE 8/01-10/31/2019 HW&SW	1,839.20
120800 08/01/2019	CHK	10493	KPTZ - RADIO PORT TOWNSEND	KPTZ UNDERWRITING 1Y 8/15/19-8/14/20	1,800.00
120801 08/01/2019	CHK	10286	L & J ENTERPRISES	EXCAVATING-HICKORY & MOOSE QUIL 7/18/19	3,049.28
				EXCAVATING EMRG - PUGET LOOP 7/20/19	3,449.85
				EXCAVATING EMRG- CHIM & LOPEMAN RD 7/21	1,585.95
Total for Check/Tran - 120801:					8,085.08
120802 08/01/2019	CHK	9998	ERIC R LANZILLOTTA	Credit Balance Refund	117.28
120803 08/01/2019	CHK	10333	MOSS ADAMS LLP	PROF SVC: CONSULTING JUN 2019	3,250.00
				PROF SVC: CONSULTING JUN 2019	812.50
Total for Check/Tran - 120803:					4,062.50
120804 08/01/2019	CHK	9998	MARGARET MOWER	Credit Balance Refund	119.88
120805 08/01/2019	CHK	10166	NWPPA	SUPPLY CHAIN WKSHP 9/10/19 CLS FEE	540.00
120806 08/01/2019	CHK	10631	WILL O'DONNELL	WPUDA ROUNDTBL&SKAGIT MTG 7/18-7/25 TRVL	243.20
				WPUDA ROUNDTBL&SKAGIT MTG 7/18-7/25 TRVL	60.80
Total for Check/Tran - 120806:					304.00
120807 08/01/2019	CHK	10167	OFFICE DEPOT	OFFICE SUPPLIES- OPERATIONS	55.25
				OFFICE SUPPLIES- CSRS	348.67
				OFFICE SUPPLIES- OPERATIONS	149.37
				OFFICE SUPPLIES- CSRS	38.74
				OFFICE SUPPLIES- WR HOUSE & BILLING	124.17
				OFFICE SUPPLIES- WR HOUSE & BILLING	40.54
				OFFICE SUPPLIES- WR HOUSE & BILLING	2.59
				OFFICE SUPPLIES- WATER	35.09
				OFFICE SUPPLIES-ENG ANNEX	191.82

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				OFFICE SUPPLIES- ENGINEERING ANNEX	502.65
				OFFICE SUPPLIES-ENG ANNEX	958.68
				OFFICE SUPPLIES - ENG ANNEX	431.62
				OFFICE SUPPLIES - OPERATIONS	99.04
				OFFICE SUPPLIES - CSRS	50.99
				OFFICE SUPPLIES - CSRS	5.67
				OFFICE SUPPLIES- OPERATIONS	87.18
				Total for Check/Tran - 120807:	3,122.07
120808	08/01/2019	CHK 10171	ON LINE INFORMATION SERVICES	ONLINE UTILITY EXG REPORT - JUN 2019	280.15
120809	08/01/2019	CHK 10181	PENINSULA PEST CONTROL	PEST SVC QRTLTY-RANGER STATION Q3-2019	59.95
				PEST SVC QRTLTY-LAZY C PUMP HOUSE Q3-2019	59.95
				PEST SVC QRTLTY-WILLIAMS COURT Q3-2019	59.95
				PEST SVC QRTLTY-TRITON COVE Q3-2019	59.95
				C# PUD8349-CRPNTRANT SVC 1STX-OLYRIDG	218.00
				Total for Check/Tran - 120809:	457.80
120810	08/01/2019	CHK 10188	PLATT ELECTRIC SUPPLY	REPLACEMENT TOOL BATTERIES	249.61
				PVC CONDUIT 2"&4" SCH 40-W BELLEND-GREY	23,993.22
				SWEEP	334.86
				CONDUIT SWEEPS	507.50
				NETWORK BUILDING GUTTERS# 19183	32.61
				WIRE/STRUT-NEW NETWORK	334.52
				NETWORK BUILDING GUTTERS WO# 19183	344.88
				STREETLIGHT BULB	183.12
				Total for Check/Tran - 120810:	25,980.32
120811	08/01/2019	CHK 10191	POLLARDWATER	LEAK DETECTOR - FISHER XLT30A	2,866.45
120812	08/01/2019	CHK 10195	PRECISION FIBER, INC	FIBER SPLICING# 9004	1,163.58
				FIBER SPLICING# 31821	1,088.55
				FIBER SPLICING# 31814	1,721.25
				FIBER SPLICING# 19239	1,637.90

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				FIBER SPLICING# 19006	3,619.93
				FIBER SPLICING 7/8-7/10/19	-762.21
				Total for Check/Tran - 120812:	8,469.00
120813 08/01/2019	CHK	10207	RAIN NETWORKS	PAESSLER PRTG 2500 1YR 9/19/19-9/18/20	1,025.36
				PAESSLER PRTG 2500 1YR 9/19/19-9/18/20	256.34
				SHAREPOINT 1YR 9/6/19-8/15/20	2,614.54
				SHAREPOINT 1YR 9/6/19-8/15/20	653.63
				DELL POEWREDGE R640 RACK SERVER QTY3	22,827.28
				WINDOWS 2019 SERVER DATACENTER EDITION	28,578.80
				Total for Check/Tran - 120813:	55,955.95
120814 08/01/2019	CHK	10708	RCE TRAFFIC CONTROL, INC	FLAGGING - SWANSONVILLE 7/08-7/11	5,311.13
120815 08/01/2019	CHK	10471	RICOH USA , INC.- DALLAS	A&EMOD-COPIER RNTL 7/19-8/18/19	71.74
				A&EMOD-COPIER RNTL 7/19-8/18/19	4.58
				A&EMOD-COPIER RNTL 7/19-8/18/19	20.35
				A&EMOD-COPIER RNTL 7/19-8/18/19	5.09
				4CORNERS (IT MODULAR) RENT 7/18-8/17/19	69.66
				4CORNERS (IT MODULAR) RENT 7/18-8/17/19	17.42
				Total for Check/Tran - 120815:	188.84
120816 08/01/2019	CHK	10706	SBA STRUCTURES, LLC	TOWER SITE RNTL MAYNARD HILL - AUG 2019	1,459.98
120817 08/01/2019	CHK	10217	SETON CONSTRUCTION INC	FLAGGING - EMRG WALKER RD 7/20/19	885.50
120818 08/01/2019	CHK	9998	WAYNE A SHAVER	Credit Balance Refund	128.89
120819 08/01/2019	CHK	10219	SHOLD EXCAVATING INC	EXCAVATOR; L&M-CHIMACUM CREEK 6/10-6/14	9,499.90
				EXCAVATOR;L&M - WTR ST, ELVATD 5/16-5/22	21,171.57
				EXCAVATOR; L&M-WTRST WTRFRTPZZ 6/17-6/21	5,250.25
				KALA HEIGHTS- FLAT LID W/SCREWS QTY2	170.04
				Total for Check/Tran - 120819:	36,091.76
120820 08/01/2019	CHK	10542	SHORT STOP TRUCK REPAIR LLC	OIL CHANGE/REGEN VEH# 102	528.80
120821 08/01/2019	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: CARB BIO&MISC SENIOR7 4/17/19	21.50

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				TESTING: CARB BIO&MISC SENIOR7 4/17/19	40.00
				TESTING: CARB BIO&MISC SENIOR7 4/17/19	34.00
				TESTING: CARB BIO&MISC SENIOR7 4/17/19	32.00
				TESTING: CARB BIO&MISC SENIOR7 4/17/19	57.00
				TESTING: CARB BIO&MISC OCEAN GROVE 4/17	21.50
				TESTING: CARB BIO&MISC OCEAN GROVE 4/17	40.00
				TESTING: CARB BIO&MISC OCEAN GROVE 4/17	34.00
				TESTING: CARB BIO&MISC OCEAN GROVE 4/17	57.00
				TESTING: GRP A IOC&SULFATE QUIMPER 4/09	22.50
				TESTING: GRP A IOC&SULFATE QUIMPER 4/09	368.00
				TESTING: COLI/ECOLI MONTHLYS 5/08/19	23.00
				TESTING: COLI/ECOLI MONTHLYS 5/08/19	23.00
				TESTING: COLI/ECOLI MONTHLYS 5/08/19	23.00
				TESTING: COLI/ECOLI MONTHLYS 5/08/19	23.00
				TESTING: COLI/ECOLI MONTHLYS 5/08/19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI MONTHLYS MAY-19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: COLI/ECOLI QUIMPER MO 5/08/19	23.00
				TESTING: RAD GROSS ALPHA&RADM QUIL 4/24	155.00

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				TESTING: RAD GROSS ALPHA&RADM QUIL 4/24	125.00
				TESTING: VOC IN DW KALA PT WELL4 6/12/19	200.00
				TESTING: GROUP A IOC QUIMPER 6/12/19	368.00
				TESTING: COLI/ECOLI, ALK&PH REYNOLDS&BYW	22.50
				TESTING: COLI/ECOLI, ALK&PH REYNOLDS&BYW	23.00
				TESTING: COLI/ECOLI, ALK&PH REYNOLDS&BYW	25.00
				TESTING: GROUP A IOC REYNOLDS 6/25/19	368.00
				TESTING: GROUP A IOC QUIMPER 6/25/19	368.00
				TESTING: VOC IN DW REYNOLDS 6/25/19	200.00
				TESTING: CHLORIDE-IC BYWATER 7/12/19	22.50
				TESTING: CHLORIDE-IC BYWATER 7/12/19	22.50
Total for Check/Tran - 120821:					3,087.00
120822	08/01/2019	CHK	10237	STRANCO INC	
				TRANSFORMER DECALS	146.16
				REFLECTIVE NUMBERS-1 1/2 ENGINEERING NUM	-10.89
Total for Check/Tran - 120822:					135.27
120823	08/01/2019	CHK	10684	THUNDERBULL PRODUCTIONS LLC	
				ALL COUNTY PICNIC SPONSORSHIP 8/18/19	400.00
				ALL COUNTY PICNIC SPONSORSHIP 8/18/19	100.00
Total for Check/Tran - 120823:					500.00
120824	08/01/2019	CHK	10524	TRI-CITY CONSTRUCTION COUNCIL	
				ASSOC MEMBER DUES 1YR - 7/1/19-6/30/20	96.00
				ASSOC MEMBER DUES 1YR - 7/1/19-6/30/20	384.00
Total for Check/Tran - 120824:					480.00
120825	08/01/2019	CHK	10615	US BANK	
				VAULT PIN TO LIFT VAULTS IN YARD	397.26
				RPLC DAMAGED CUST LIGHT - TYLER ST	590.00
				NAME PLATES FOR CSRS	33.25
				NAME PLATES FOR CSRS	3.70
				COFFEE ITEMS	37.08
				MOSS ADAMS MTG LUNCH	35.98
				NRECA RGNL MTG 9/24-9/26 REG FEE	883.20
				BUDGET REVIEW MTG REFRESHMENTS	17.94

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				COFFEE ITEMS	9.27
				MOSS ADAMS MTG LUNCH	9.00
				NRECA RGNL MTG 9/24-9/26 REG FEE	220.80
				BUDGET REVIEW MTG REFRESHMENTS	4.48
				BACKGROUND CK FOR CSR	118.82
				BACKGROUND CK FOR CSR	13.20
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	541.05
				NWPPA ENGINEER&OP MTG 7/9-7/11 TRVL EXP	64.00
				NWPPA ENGINEER&OP MTG 7/9-7/11 TRVL EXP	136.53
				CPU PART FOR BACKUP SERVER	636.00
				COMPUTER MONITORS DELL23 QTY4	732.45
				CISCO WEBEX MTGS 1Y 6/19/19-6/18/20	141.26
				CPU PART FOR BACKUP SERVER	159.00
				COMPUTER MONITORS DELL23 QTY4	183.11
				CISCO WEBEX MTGS 1Y 6/19/19-6/18/20	35.32
				LAZER POINTER PROF PRESENTER	78.33
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	50.98
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	32.82
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	486.94
				NRECA RGNL MTG 9/24-9/26 REG FEE	436.50
				LAZER POINTER PROF PRESENTER	8.70
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	5.66
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	3.65
				NWPPA RUS/FERC ACCTING 6/24-6/27 TRVL EX	54.11
				NRECA RGNL MTG 9/24-9/26 REG FEE	48.50
Total for Check/Tran - 120825:					6,208.89
120826	08/01/2019	CHK	10255	USA BLUEBOOK	
				LOCATE PAINT	174.29
				LMI CHEMICAL PUMP - 16.3GPD 250PSI	761.04
Total for Check/Tran - 120826:					935.33
120827	08/01/2019	CHK	10263	WA STATE DEPT OF HEALTH	
				OPERATING PERMITFEE&CERT 1Y 1/1-12/31/19	5,641.35

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120828 08/01/2019	CHK	10496	WELLS FARGO VENDOR FIN SERV	COPIER RENTAL 4 CRNRS 6/26-7/25/19	68.87
				COPIER RENTAL 4 CRNRS 6/26-7/25/19	109.67
				COPIER RENTAL 4 CRNRS 6/26-7/25/19	43.36
				COPIER RENTAL 4 CRNRS 6/26-7/25/19	15.87
				COPIER RENTAL 4 CRNRS 6/26-7/25/19	33.16
				COPIER RENTAL 4 CRNRS 6/26-7/25/19	12.47
				COPIER RENTAL 211 CHIMACUM JUL-19	123.30
				COPIER RENTAL 211 CHIMACUM JUL-19	7.87
				COPIER RENTAL 211 CHIMACUM JUL-19	227.34
				COPIER RENTAL 211 CHIMACUM JUL-19	34.98
Total for Check/Tran - 120828:					676.89
120829 08/01/2019	CHK	10502	CAROL WOODLEY	RENT BILLING AT ANNEX - AUG 2019	1,400.00
120830 08/01/2019	CHK	10278	WPUDA	MONTHLY DUES - JUL 2019	4,656.80
				MONTHLY DUES - JUL 2019	1,164.20
				2019 WATER WORKSHOP	160.00
				2019 WATER WORKSHOP	40.00
				2019 WATER WORKSHOP	200.00
Total for Check/Tran - 120830:					6,221.00
120831 08/01/2019	CHK	10384	HDR ENGINEERING INC	TASK5 - PROF SVC WTR SHRTG 4/23-5/25/19	608.46
				TASK5 - PROF SVC PRJMGMT 4/23-5/25/19	219.73
Total for Check/Tran - 120831:					828.19
120832 08/01/2019	CHK	10751	RAINBOW SWEEPERS, INC	RD PATCH WTR MAIN BRK- EVERGREEN LN 5/18	1,825.75
120833 08/08/2019	CHK	10588	4IMPRINT INC	PROMO ICE PACKS/PENS	2,376.36
				PROMO ICE PACKS/PENS	594.09
				PROMO TOTE BAGS QTY2000	1,650.73
				PROMO TOTE BAGS QTY2000	412.68
Total for Check/Tran - 120833:					5,033.86
120834 08/08/2019	CHK	10146	A. MILLICAN CRANE SERVICE INC	CRANE SVC - PORT LUDLOW SUBSTATION 6/06	1,524.60
				TRUCK SVC - PORT LUDLOW SUBSTATION 6/06	998.17

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				TRUCK SVC - PORT LUDLOW SUBSTATION 6/06	-82.42
				Total for Check/Tran - 120834:	2,440.35
120835 08/08/2019	CHK	10038	CASCADE COLUMBIA DISTRIBUTION C	CAUSTIC SODA 50% NSF # DRUM QTY18	5,673.28
				RETURN OF DRUMS QTY 16	-537.45
				Total for Check/Tran - 120835:	5,135.83
120836 08/08/2019	CHK	10043	CENTRAL WELDING SUPPLY	255 CF NITROGEN	30.81
120837 08/08/2019	CHK	10044	CENTURY LINK QCC-P	PHONE SVC - JUN 2019	37.25
				PHONE SVC - JUN 2019	16.19
				PHONE SVC - JUN 2019	43.73
				PHONE SVC - JUN 2019	7.19
				PHONE SVC - JUN 2019	64.78
				PHONE SVC - JUN 2019	10.80
				PHONE SVC - JUL 2019	40.74
				PHONE SVC - JUL 2019	17.71
				PHONE SVC - JUL 2019	47.83
				PHONE SVC - JUL 2019	7.87
				PHONE SVC - JUL 2019	70.86
				PHONE SVC - JUL 2019	11.81
				Total for Check/Tran - 120837:	376.76
120838 08/08/2019	CHK	10045	CENTURY LINK-S	INTERNET SVC 7/22-8/21/19	67.65
				INTERNET SVC 7/22-8/21/19	16.91
				Total for Check/Tran - 120838:	84.56
120839 08/08/2019	CHK	10046	CENTURYLINK	LOW SPD DATA & 2WIRE AUG-19	73.82
				LOW SPD DATA & 2WIRE AUG-19	18.45
				LOW SPD DATA & 2WIRE AUG-19	31.14
				LOW SPD DATA & 2WIRE AUG-19	7.79
				Total for Check/Tran - 120839:	131.20
120840 08/08/2019	CHK	10052	CITY OF PORT TOWNSEND	PERMIT-TYPE: MIP-PMT WATER ST PHASE 2	240.50

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120841 08/08/2019	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	STORM	170.25
120842 08/08/2019	CHK	10332	KENNETH COLLINS	WPUDA,BOC&MISC MTGS JUL-19 TRVL EXP WPUDA,BOC&MISC MTGS JUL-19 TRVL EXP	294.93 73.73
Total for Check/Tran - 120842:					368.66
120843 08/08/2019	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE JUL 2019 CONSULTING SERVICE JUL 2019	3,000.00 2,000.00
Total for Check/Tran - 120843:					5,000.00
120844 08/08/2019	CHK	10069	DM DISPOSAL CO INC	2YD OCC- 4CRNRS JUL-19 2YD OCC- 4CRNRS JUL-19	76.84 76.83
Total for Check/Tran - 120844:					153.67
120845 08/08/2019	CHK	10085	FASTENAL	CHNL NUTS FLAT & LOCK WASHERS SAFETY GLASSES WEDGE EXPANSION ANCHOR BATTERIES BATTERIES SAFETY GLASSES	231.87 86.80 92.34 25.77 6.44 34.54
Total for Check/Tran - 120845:					477.76
120846 08/08/2019	CHK	10094	GENERAL PACIFIC, INC	TRAN 1P POLE 50KVA, 75KVA& 15KVA 120/240 SECONDARY CONNECTOR BLOCK 6 HOLE	65,029.40 529.54
Total for Check/Tran - 120846:					65,558.94
120847 08/08/2019	CHK	10454	GLOBAL RENTAL COMPANY INC	AM55 DOUBLE BUCKET RENTAL# 403 RNTL DOUBLEM BUCKET #406 7/19-8/15/19	4,918.50 4,959.50
Total for Check/Tran - 120847:					9,878.00
120848 08/08/2019	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	KALA BLUFFS- SEPTIC PVC PIPE & TAPE KALA BLUFFS- SEPTIC PVC PIPE STAPLES & HW CLOTH STAPLE GUN KALA PT BLUFF- PLIER & WIRE WHEEL	34.63 -14.17 25.17 29.42 10.12

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				TREATMENT PLANT- BRS BELL, ELBOW PIPE ST	29.00
				Total for Check/Tran - 120848:	114.17
120849 08/08/2019	CHK	10396	JEAN M HALL	NWPPA MGM & LEADING CHNG 7/29-8/1 TRVL E	142.40
				NWPPA MGM & LEADING CHNG 7/29-8/1 TRVL E	35.60
				Total for Check/Tran - 120849:	178.00
120850 08/08/2019	CHK	10608	HARBORSIDE INN	RM STAY 7/15-7/18/19- HR	493.72
				RM STAY 7/15-7/18/19- HR	123.43
				Total for Check/Tran - 120850:	617.15
120851 08/08/2019	CHK	10111	HIGHWAY SPECIALTIES LLC	SAFETY CONES-28" CONES WITH REFLECTIVE C	506.85
120852 08/08/2019	CHK	9998	HELEN M HITCHMAN	Credit Balance Refund	1,100.70
120853 08/08/2019	CHK	10114	IBEW LOCAL UNION NO 77	UNION DUES IBEW - JUN 2019	1,756.98
				UNION DUES IBEW - JUL 2019	1,756.98
				Total for Check/Tran - 120853:	3,513.96
120854 08/08/2019	CHK	10281	JEFFCO EFTPS	EMPLOYER'S MEDICARE TAX	2,251.05
				EMPLOYEES' MEDICARE TAX	2,251.05
				EMPLOYER'S FICA TAX	9,625.26
				EMPLOYEES' FICA TAX	9,625.26
				EMPLOYEES' FEDERAL WITHHOLDING TAX	7,204.06
				EMPLOYEES' FEDERAL WITHHOLDING	7,038.83
				Total for Check/Tran - 120854:	37,995.51
120855 08/08/2019	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PAYROLL DEPOSIT FOR 8/09/2019 DIR DEP	90,728.16
				PAYROLL DEPOSIT FOR 8/09/2019 CHECKS	11,040.05
				Total for Check/Tran - 120855:	101,768.21
120856 08/08/2019	CHK	10129	JIFFY LUBE	OIL CHANGE FOR VEH #210	76.50
120857 08/08/2019	CHK	10537	KITSAP SUN NEWSPAPER	EMPL AD: GIS MAY-19	39.07
				EMPL AD: LINEMAN MAY-19	39.07
				EMPL AD: HR MANAGER MAY-19	35.15
				EMPL AD: WATER SUPRINTDNT MAY-19	39.07

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				EMPL AD: HR MANAGER MAY-19	3.91
Total for Check/Tran - 120857:					156.27
120858 08/08/2019	CHK	10134	LE MAY MOBILE SHREDDING	SHRED 4CRNR JUL-19	43.21
				SHRED 4CRNR JUL-19	68.82
				SHRED 4CRNR JUL-19	27.20
				SHRED 4CRNR JUL-19	9.96
				SHRED 4CRNR JUL-19	20.80
				SHRED 4CRNR JUL-19	7.81
				SHRED 211 CHIMACUM JUL-19	23.89
				SHRED 211 CHIMACUM JUL-19	1.53
				SHRED 211 CHIMACUM JUL-19	6.78
				SHRED 211 CHIMACUM JUL-19	1.70
Total for Check/Tran - 120858:					211.70
120859 08/08/2019	CHK	10142	MASON COUNTY PUD #1	ELECTRIC ELEC - JUL-19	216.56
				BPA RD-PUMP ELEC - JUL-19	107.93
				BPA RD-PUMP ELEC - JUL-19	0.57
				WILLIAMS CT ELEC - JUL-19	36.98
Total for Check/Tran - 120859:					362.04
120860 08/08/2019	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 4CRNR 2YD CONT 1XWK JUL-19	101.18
				DISPOSAL 4CRNR 2YD CONT 1XWK JUL-19	50.59
				DISPOSAL 4CRNR 2YD CONT 1XWK JUL-19	42.50
				DISPOSAL 4CRNR 2YD CONT 1XWK JUL-19	8.09
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL JUL-19	410.35
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL JUL-19	205.17
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL JUL-19	172.34
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL JUL-19	32.83
				DISPOSAL 211 CHIMACUM JUL-19	36.48
				DISPOSAL 211 CHIMACUM JUL-19	2.33
				DISPOSAL 211 CHIMACUM JUL-19	10.35
				DISPOSAL 211 CHIMACUM JUL-19	2.59

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				DISPOSAL 21 KENNEDY JUL-19	36.28
				DISPOSAL 21 KENNEDY JUL-19	36.27
Total for Check/Tran - 120860:					1,147.35
120861	08/08/2019	CHK	10164	NW LABORERS 252 (DUES)	
				UNION DUES LABORERS - JUN 2019	585.00
				UNION DUES LABORERS - JUL 2019	643.50
Total for Check/Tran - 120861:					1,228.50
120862	08/08/2019	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	
				MEDICAL PREMIUM SEP 2019	26,044.00
120863	08/08/2019	CHK	10170	OLYMPIC EQUIPMENT RENTALS	
				WO#21920 - COMPACTOR TOOL	49.05
				SHOP - HOLDDOWN ITEM & CASTER	102.41
				EXCAVATOR CAT - REYNOLDS WELL TEALL 6/19	327.94
				EXCAVATOR CAT - CHERRY LN 6/29	299.75
				EXCAVATOR CAT - HADLOCK BAY 6/29	321.55
				WATER UTILITY TRAILER VEH# 212	2,496.10
				TREATMENT PLANT- PERMNTX FORM	5.44
				BOOTS FOR INTERN FOR JOB WO# 19183	87.19
				EXCAVATOR CAT - WO#19183 WTR@4CRNRS 7/25	353.99
				EXCAVATOR CAT - 124 SHIFT 7/31/19	251.77
Total for Check/Tran - 120863:					4,295.19
120864	08/08/2019	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	
				TRANSCRIPTIION SVC 7/07-8/05/19	1,074.00
				TRANSCRIPTIION SVC 7/07-8/05/19	268.50
Total for Check/Tran - 120864:					1,342.50
120865	08/08/2019	CHK	10480	PROTHMAN	
				INTERIM HR DIRECTOR SVC 7/13-7/26/19	6,460.16
				INTERIM HR DIRECTOR SVC 7/13-7/26/19	1,615.04
Total for Check/Tran - 120865:					8,075.20
120866	08/08/2019	CHK	10203	PURMS JOINT SELF INSURANCE FUND	
				HEALTH & WELFARE JUL 2019	23,996.05
120867	08/08/2019	CHK	10471	RICOH USA , INC. - DALLAS	
				4CORNERS (MODULAR) RENT 8/19-9/18/19	69.66
				4CORNERS (MODULAR) RENT 8/19-9/18/19	17.42
				ANNEX-COPIER RENT 8/19-9/18/19	71.74

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				ANNEX-COPIER RENT 8/19-9/18/19	4.58
				ANNEX-COPIER RENT 8/19-9/18/19	20.35
				ANNEX-COPIER RENT 8/19-9/18/19	5.09
Total for Check/Tran - 120867:					188.84
120868 08/08/2019	CHK	10210	RICOH USA, INC	PRINTING IMAGES 4 CRNRS JUL-19	352.15
				PRINTING IMAGES 4 CRNRS JUL-19	88.04
				PRINTING IMAGES ANNEX JUL-19	165.24
				PRINTING IMAGES ANNEX JUL-19	10.55
				PRINTING IMAGES ANNEX JUL-19	46.87
				PRINTING IMAGES ANNEX JUL-19	11.72
				PRINTING IMAGES FOR IT MODULAR	45.56
				PRINTING IMAGES FOR IT MODULAR	11.39
				PRINTING IMAGES FOR ACCOUNTING MODULAR	132.01
				PRINTING IMAGES FOR ACCOUNTING MODULAR	14.67
Total for Check/Tran - 120868:					878.20
120869 08/08/2019	CHK	10216	SECURITY SERVICES NW, INC.	NIGHT PAYMENT PICKUP - JUL 2019	1,776.26
				NIGHT PAYMENT PICKUP - JUL 2019	197.36
				MAILERS FOR TREE TRIMMING S DISCOVERY RD	138.55
Total for Check/Tran - 120869:					2,112.17
120870 08/08/2019	CHK	10217	SETON CONSTRUCTION INC	FLAGGING - EMRG EAGLEMOUNT RD 6/25/19	1,164.00
				FLAGGING - FLAGLER RD 7/09-7/12/19	7,460.00
				FLAGGING - EMRG CAPE GEORGE RD&UNCS 7/12	1,485.25
				FLAGGING - SWANSONVILLE RD 7/15-7/18	6,948.88
Total for Check/Tran - 120870:					17,058.13
120871 08/08/2019	CHK	10219	SHOLD EXCAVATING INC	DELIVERY- 861 FOUR CRNRS GRAVEL 7/18/19	346.62
				KALA BLUFFS- SOCK FILTER QTY 2	120.58
Total for Check/Tran - 120871:					467.20
120872 08/08/2019	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: RADIONUCLIDE & GROSSALPHA 4/09	125.00
120873 08/08/2019	CHK	10727	TITAN ELECTRIC, INC	DOCK WORK W/O# 31821	2,946.83

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				DOCK WORK W/O# 19227	8,840.51
				DOCK WORK W/O# 19138	1,443.00
				DOCK WORK W/O# 19107	11,711.42
				DOCK WORK W/O# 19041	982.25
				DOCK WORK W/O# 19006	4,911.34
				DOCK WORK W/O# 18430	2,455.63
				DOCK WORK W/O# 18346	1,964.51
				DOCK WORK W/O# 18062	9,633.44
				DOCK WORK W/O# 17465	11,787.27
				DOCK WORK W/O# 19107	14,091.62
				DOCK WORK W/O# 17465	7,858.17
				DOCK WORK-TOOLS	955.53
				DOCK WORK 596.1	2,946.76
				Total for Check/Tran - 120873:	82,528.28
120874	08/08/2019	CHK	10733	DAN TOEPFER	
				WPUDA,BOC&MISC MTGS 7/15-8/04/19 TRVL EX	282.77
				WPUDA,BOC&MISC MTGS 7/15-8/04/19 TRVL EX	70.69
				Total for Check/Tran - 120874:	353.46
120875	08/08/2019	CHK	10524	TRI-CITY CONSTRUCTION COUNCIL	
				SERVICE FEE 3RD QTR 2019	144.76
				SERVICE FEE 3RD QTR 2019	579.04
				Total for Check/Tran - 120875:	723.80
120876	08/08/2019	CHK	10251	UGN - JEFFERSON COUNTY	
				UNITED GOOD NEIGHBORS EE	10.00
120877	08/08/2019	CHK	10615	US BANK	
				POSTAGE FOR WATER COMPLIANCE LETTERS	330.00
				RME SEPTIC INSPECTIONS FEB-JUN 2019	24.00
				WATER PARTS - FLOW CLN STRAINER&46946A	280.65
				WATER PARTS - CRD REPAIR KIT CLA-VAL QTY	214.75
				NWPPA RUS CLS 6/05-6/27/19 TRVL EXP	4.80
				NWPPA RUS CLS 6/05-6/27/19 TRVL EXP	24.00
				NWPPA RUS CLS 6/05-6/27/19 TRVL EXP	1.20
				NWPPA RUS CLS 6/05-6/27/19 TRVL EXP	6.00

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				NOANET MTGS JUN-19 TRVL EXP	104.40
				NOANET MTGS JUN-19 TRVL EXP	34.59
				NOANET MTGS JUN-19 TRVL EXP	26.10
				NOANET MTGS JUN-19 TRVL EXP	8.65
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	15.30
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	17.24
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	327.51
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	25.19
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	31.32
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	1.70
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	1.91
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	36.39
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	2.80
				ACCT&FINANCE CONF 6/18-6/20/19 TRVL EXP	3.48
				POSTAGE FOR WATER COMPLIANCE LETTERS	414.70
				FACEBOOK ADS FOR BROADBAND	75.00
				NWPPA EXCL IN COMM ENTRIES - PRINTING	21.23
				NWPPA EXCL IN COMM ENTRIES - SHIPPING	14.82
				NWPPA NW COMMUN&ENGY CONF 9/16/19 TRVL E	141.48
				APPA CUSTCONN CONF 10/26-10/30 TRVL EXP	237.28
				NWPPA EXCL IN COMM ENTRIES - PRINTING	5.31
				NWPPA EXCL IN COMM ENTRIES - SHIPPING	3.71
				NWPPA NW COMMUN&ENGY CONF 9/16/19 TRVL E	35.37
				APPA CUSTCONN CONF 10/26-10/30 TRVL EXP	59.32
				ISTOCK - IMAGES FOR WEBSITE&PRINT	48.00
				ADOBE STOCK - GEN ADS FOR WEBSITE&PRINT	8.71
				KPTZ UNDERWRITING JUN 2019	120.00
				FAIR ITEMS: HATS, ACTBOOKS& STICKERS-TCH	844.00
				ISTOCK - IMAGES FOR WEBSITE&PRINT	12.00
				ADOBE STOCK - GEN ADS FOR WEBSITE&PRINT	2.18
				KPTZ UNDERWRITING JUN 2019	30.00

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Total for Check/Tran - 120877:					3,595.09
120878 08/08/2019	CHK	10328	VERIZON CONNECT NWF INC.	VEH GPS ELEC - JUL 2019	352.08
				VEH GPS WATER - JUL 2019	165.68
Total for Check/Tran - 120878:					517.76
120879 08/08/2019	CHK	10258	VERIZON WIRELESS, BELLEVUE	CELL PHONE SERVICE QB6/16-7/15/19	312.80
				CELL PHONE SERVICE QB6/16-7/15/19	113.82
				CELL PHONE SERVICE QB6/16-7/15/19	61.80
				CELL PHONE SERVICE QB6/16-7/15/19	138.07
				CELL PHONE SERVICE QB6/16-7/15/19	14.81
				CELL PHONE SERVICE QB6/16-7/15/19	17.07
				CELL PHONE SERVICE QB6/16-7/15/19	104.98
				CELL PHONE SERVICE QB6/16-7/15/19	114.32
				CELL PHONE SERVICE QB6/16-7/15/19	34.49
				CELL PHONE SERVICE QB6/16-7/15/19	170.60
				CELL PHONE SERVICE QB6/16-7/15/19	73.12
				CELL PHONE SERVICE QB6/16-7/15/19	284.55
				CELL PHONE SERVICE QB6/16-7/15/19	57.06
				CELL PHONE SERVICE QB6/16-7/15/19	51.22
				CELL PHONE SERVICE QB6/16-7/15/19	5.69
				CELL PHONE SERVICE QB6/16-7/15/19	79.39
				CELL PHONE SERVICE QB6/16-7/15/19	19.61
				CELL PHONE SERVICE QB6/16-7/15/19	127.07
				CELL PHONE SERVICE QB6/16-7/15/19	19.85
				CELL PHONE SERVICE QB6/16-7/15/19	4.90
				CELL PHONE SERVICE QB6/16-7/15/19	26.76
				CELL PHONE SERVICE QB6/16-7/15/19	152.59
				CELL PHONE SERVICE QB6/16-7/15/19	38.14
				CELL PHONE SERVICE QB6/16-7/15/19	56.91
				SCADA CRADLEPOINT DEVICE QB6/20-7/19	895.16
				WIFI IN TRUCKS QB6/20-7/19/19	200.05

08/14/2019 4:30:45 PM

Accounts Payable Check Register

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07/26/2019 To 08/13/2019

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				WIFI IN TRUCKS QB6/20-7/19/19	200.05
				WIFI IN SRVR ROOM QB6/20-7/19/19	80.01
				WIFI IN SRVR ROOM QB6/20-7/19/19	20.00
Total for Check/Tran - 120879:					3,474.89
120880 08/08/2019	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP ER 8/09/19	3,358.78
				PL DEFERRED COMP EE 8/09/19	9,712.22
Total for Check/Tran - 120880:					13,071.00
120881 08/08/2019	CHK	10337	WA STATE DEPT OF TRANSPORTATION	PERMIT-WO#30374 FRN#30374,30435&30142	2,761.77
				PERMIT-WO#19188 FRN#30435 SR 116MP6.49	288.21
Total for Check/Tran - 120881:					3,049.98
120882 08/08/2019	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE 8/09/2019	958.00
120883 08/13/2019	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	RETIREMENT/REPORT #8828 JUL 2019	71,668.17
Total for Bank Account - 1 :					(108) 935,761.07
Grand Total :					(108) 935,761.07

08/14/2019 4:31:57 PM

Accounts Payable Check Register

Page 1

07/26/2019 To 08/13/2019

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
120685 07/18/2019	CHK	10330	KARR TUTTLE CAMPBELL	PROFESSIONAL SVC: JUN 2019	5,000.00 VOID
				PROFESSIONAL SVC: JUN 2019	662.50 VOID
Total for Check/Tran - 120685:					5,662.50 VOID

Total Payments for Bank Account - 1 :	(0)	0.00
Total Voids for Bank Account - 1 :	(1)	5,662.50
Total for Bank Account - 1 :	(1)	5,662.50
Grand Total for Payments :	(0)	0.00
Grand Total for Voids :	(1)	5,662.50
Grand Total :	(1)	5,662.50

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 7/26/2019

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date #</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70620	7/26/2019	1,825.89
2006	INTERN	70621	7/26/2019	513.70
2001	WATER DISTRIBUTION MANAGER II	70622	7/26/2019	1,636.85
3039	CUSTOMER SERVICE REP	70623	7/26/2019	528.54
3032	CUSTOMER SERVICE REP	70624	7/26/2019	1,075.09
2003	WATER TREATMENT PLANT OPERATOR III	70625	7/26/2019	2,090.09
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70626	7/26/2019	2,733.56
				10,403.72

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 8/09/2019

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date #</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70627	8/9/2019	1,652.03
2006	INTERN	70628	8/9/2019	714.70
2001	WATER DISTRIBUTION MANAGER II	70629	8/9/2019	1,636.84
3032	CUSTOMER SERVICE REP	70630	8/9/2019	1,012.34
2003	WATER TREATMENT PLANT OPERATOR III	70631	8/9/2019	1,952.52
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70632	8/9/2019	4,071.62
				11,040.05

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL PAY DATE: 7/26/2019

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II	07/26/2019	1,654.08
4006	COMMISSIONER DIST 1	07/26/2019	3,220.81
4004	COMMISSIONER DIST 2	07/26/2019	979.89
4008	COMMISSIONER DIST 3	07/26/2019	1,036.95
3034	COMMUNICATIONS MANAGER	07/26/2019	1,965.25
3002	CUSTOMER SERVICE COORDINATOR	07/26/2019	1,219.64
3020	CUSTOMER SERVICE MANAGER	07/26/2019	1,664.57
3014	CUSTOMER SERVICE REP	07/26/2019	1,203.59
3022	CUSTOMER SERVICE REP	07/26/2019	1,296.13
3038	CUSTOMER SERVICE REP	07/26/2019	78.88
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	07/26/2019	1,949.79
3033	FINANCIAL SERVICES MANAGER	07/26/2019	2,470.15
1008	FOREMAN LINEMAN	07/26/2019	4,309.19
1012	FOREMAN LINEMAN	07/26/2019	4,842.56
1011	GENERAL MANAGER	07/26/2019	4,485.29
1017	HEAD STOREKEEPER	07/26/2019	2,233.34
3008	INFORMATION TECHNOLOGY MANAGER	07/26/2019	3,112.94
1040	INTERN	07/26/2019	888.96
3037	INTERN	07/26/2019	869.59
3028	IT SUPPORT TECHNICIAN	07/26/2019	1,725.21
1000	LINEMAN	07/26/2019	2,894.36
1016	LINEMAN	07/26/2019	2,780.37
1020	LINEMAN	07/26/2019	2,464.41
1028	LINEMAN	07/26/2019	3,081.97
1034	LINEMAN	07/26/2019	5,862.50
1018	METER READER	07/26/2019	1,570.98
1035	METER READER	07/26/2019	2,003.10
2005	METER READER/OIT1	07/26/2019	1,694.87
1026	OPERATIONS ASSISTANT	07/26/2019	1,491.65
3004	RESOURCE MANAGER	07/26/2019	2,354.49
1003	SCADA TECH/APPRENTICE	07/26/2019	3,098.58
1015	SCADA TECH/APPRENTICE	07/26/2019	4,286.66
1027	SENIOR ENGINEER	07/26/2019	2,812.39
1037	SPECIAL PROJECTS COORDINATOR	07/26/2019	2,096.26
1031	STAKING ENGINEER	07/26/2019	1,948.93
1039	STAKING ENGINEER	07/26/2019	1,991.62
1014	STOREKEEPER	07/26/2019	2,169.43
1033	SUBSTATION TECH	07/26/2019	3,612.64
3013	UTILITY ACCOUNTANT II	07/26/2019	1,495.71
3003	UTILITY BILLING CLERK	07/26/2019	1,372.83
3027	UTILITY BILLING CLERK	07/26/2019	1,362.49
3000	UTILITY BILLING COORDINATOR	07/26/2019	1,516.96
2002	WATER DISTRIBUTION MANAGER II	07/26/2019	1,901.48
			97,071.49

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 8/09/2019

Empl	Position	Pay Date	Net Pay
3029	ACCOUNTING TECH II	08/09/2019	1,545.12
4006	COMMISSIONER DIST 1	08/09/2019	932.81
4004	COMMISSIONER DIST 2	08/09/2019	2,437.97
4008	COMMISSIONER DIST 3	08/09/2019	1,350.13
3034	COMMUNICATIONS MANAGER	08/09/2019	1,965.25
3002	CUSTOMER SERVICE COORDINATOR	08/09/2019	1,312.16
3020	CUSTOMER SERVICE MANAGER	08/09/2019	1,664.56
3014	CUSTOMER SERVICE REP	08/09/2019	1,362.57
3022	CUSTOMER SERVICE REP	08/09/2019	1,417.21
3038	CUSTOMER SERVICE REP	08/09/2019	1,028.45
3039	CUSTOMER SERVICE REP	08/09/2019	1,069.39
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	08/09/2019	1,949.77
3033	FINANCIAL SERVICES MANAGER	08/09/2019	2,470.15
1008	FOREMAN LINEMAN	08/09/2019	3,881.23
1012	FOREMAN LINEMAN	08/09/2019	2,704.63
1011	GENERAL MANAGER	08/09/2019	4,485.32
1017	HEAD STOREKEEPER	08/09/2019	2,261.61
3008	INFORMATION TECHNOLOGY MANAGER	08/09/2019	3,112.94
1040	INTERN	08/09/2019	687.27
3037	INTERN	08/09/2019	856.55
3028	IT SUPPORT TECHNICIAN	08/09/2019	1,725.20
1000	LINEMAN	08/09/2019	3,095.25
1016	LINEMAN	08/09/2019	3,285.13
1020	LINEMAN	08/09/2019	2,910.19
1028	LINEMAN	08/09/2019	2,082.12
1034	LINEMAN	08/09/2019	2,869.12
1018	METER READER	08/09/2019	1,338.81
1035	METER READER	08/09/2019	1,694.72
2005	METER READER/OIT1	08/09/2019	1,842.29
1026	OPERATIONS ASSISTANT	08/09/2019	1,651.60
3004	RESOURCE MANAGER	08/09/2019	2,354.49
1003	SCADA TECH/APPRENTICE	08/09/2019	2,310.62
1015	SCADA TECH/APPRENTICE	08/09/2019	3,229.29
1027	SENIOR ENGINEER	08/09/2019	2,812.38
1037	SPECIAL PROJECTS COORDINATOR	08/09/2019	2,096.26
1031	STAKING ENGINEER	08/09/2019	1,948.92
1039	STAKING ENGINEER	08/09/2019	1,991.59
1014	STOREKEEPER	08/09/2019	2,095.21
1033	SUBSTATION TECH	08/09/2019	2,774.03
3013	UTILITY ACCOUNTANT II	08/09/2019	1,495.69
3003	UTILITY BILLING CLERK	08/09/2019	1,372.83
3027	UTILITY BILLING CLERK	08/09/2019	1,362.49
3000	UTILITY BILLING COORDINATOR	08/09/2019	1,516.94
2002	WATER DISTRIBUTION MANAGER II	08/09/2019	2,377.90
			90,728.16

VOUCHER APPROVAL FORM

We, the undersigned Board of Commissioners of Public Utility District No. 1 of Jefferson County hereby approve pending payments for transactions greater than \$100,000, if any. The following transactions are approved from the General Fund in the amount of **\$2,279,742.11** on this **20TH** day of **AUGUST 2019** ;

Jeff Randall President	Dan Toepper Vice President	Kenneth Collins Secretary
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PENDING INVOICES OVER \$100,000 TO BE APPROVED:

PAYMENTS TO BE APPROVED:

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 120776 to # 120832	\$ 427,170.10	8/1/2019
Accounts Payable:	# 120833 to # 120882	\$ 436,922.80	8/8/2019
Accounts Payable:	# 120883 to # 120883	\$ 71,668.17	8/13/2019
Payroll Checks:	# 70620 to # 70626	\$ 10,403.72	7/26/2019
Payroll Checks:	# 70627 to # 70632	\$ 11,040.05	8/9/2019
Payroll Direct Deposit:		\$ 97,071.49	7/26/2019
Payroll Direct Deposit:		\$ 90,728.16	8/9/2019
TOTAL INVOICES PAID		\$1,145,004.49	

	AMOUNT	DATE
Peterson Lake	\$ 14,328.62	8/2/2019
BPA	\$ 1,120,409.00	8/12/2019

PAYMENT TOTAL **\$2,279,742.11**

VOIDED WARRANTS

	120685	\$ 5,662.50
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August 20, 2019

PUD CALENDAR

August 20, 2019- Regular BOC meeting (transit) 5:00 pm

August 22, 2019- Special Meeting, Employee manual 10:00am-12:00pm, PUD
Operations Center

September 2, 2019 Labor Day

September 3, - Regular BOC meeting (transit) 5:00 pm

September 10, 2019- Special Meeting, Strategic Planning Workshop 10:00am-12:00pm
Chimacum Fire Hall

September 12, 2019 - Special Meeting, GM Goals and Objectives 10:00am - 12:00pm
Chimacum Fire Hall

September 17, 2019 - Regular BOC meeting (transit) 5:00 pm

September 30, 2019 - Special Meeting, Broadband Rates Magellan update 10:00am-
12:00pm Chimacum Fire Hall



AGENDA REPORT

DATE: August 20, 2019

TO: Board of Commissioners

THRU: Kevin Streett, General Manager

FROM: Mike Bailey, Financial Services Manager/District Auditor

RE: Write-off of delinquent accounts from active accounts receivable

SUMMARY: Per Resolution 17-16, the Board of Commissioners agreed to review and approve for write off inactive account balances over 90 days in arrears that had been given 30 days' notice that their account will be referred to a collection agency.

BACKGROUND: These inactive accounts are recorded in the Active Accounts Receivable Data Base and need to be transferred to the Uncollectible Data Base in the Customer Information System. The process of writing off does not "erase" the debt unless the debt has been discharged through a bankruptcy court. The PUD's staff has attempted to collect payment on these accounts. A collection agency is better equipped to pursue collection now that these accounts have disconnected from utility service with the PUD and are over 90 days in arrears.

ANALYSIS/FINDINGS: There are 4 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD \$1,757.14 for utility services and who have received notice over 30 days ago that their account will be referred to a collection agency.

FISCAL IMPACT: Bad Debt Expense has already been charged in anticipation of having accounts who would fail to pay their final bill for utility services. On the PUD's Balance Sheet, Line 20. Accounts Receivable-Sales of Utility Services has been netted by an estimated Reserve for Uncollectible Accounts. To remedy the debt, these inactive accounts will pay the collection agency for the amount owed to the PUD plus a fee for the agency's professional services. Any amounts received on the written off amount, will be deposited into the PUD's Depository Bank Account and the Reserve for Uncollectible Accounts adjusted. No revenue or expense accounts are affected by this write off.

RECOMMENDATION: Transfer the 4 inactive accounts owing \$1,757.74 from the Active Accounts Receivable Data Base to the Uncollectible Accounts Data Base and authorize Evergreen Financial Services to pursue collection efforts allowed by law.

ATTACHMENT: The Summary of Write-offs of Uncollectible Accounts Receivable provides an analysis of the number and amounts owed and signature of approval by the Secretary of the Board of Commissioners.



Board of Commissioners

Jeff Randall, District 1
 Kenneth Collins, District 2
 Dan Toepper, District 3

Kevin Streett, General Manager

Write-Offs of Uncollectible Accounts Receivable

On August 20, 2019 the following summary of inactive customer accounts with a past due balance of greater than \$20.00 and in excess of 90 days were referred to and provided a 30-day written notice by a collection agency. Furthermore, all amounts were deemed uncollectible by the Financial Director/District Auditor regardless of the amount past due. For accounting and financial reporting purposes, write-offs of uncollectible receivables are made against the allowance for bad debt account once approved by the Board. The following accounts are requested to be written off as uncollectible:

<u>Uncollectible Amount Range</u>	<u>Number of Accounts</u>	<u>Write-Off Amount</u>
Less than \$20	0	\$ -
\$20 - \$100	2	\$122.59
\$101 - \$200	1	\$146.56
\$201 - \$500	0	\$-
\$501 - \$1,000	0	\$-
Over \$1,000	1	\$1,488.59
TOTAL	4	\$1,757.74

Approval, Board of Commissioners

Kenneth Collins
 Secretary



AGENDA REPORT

DATE: August 20, 2019

TO: **Board of Commissioners**

FROM: Larry Dennison – CAB Chair

CC: Kevin Streett – General Manager
Russ Michel - CAB Vice Chair
Don McDaniel - PUD Management Consultant

RE: August 12th Citizen Advisory Board Meeting Update

SUMMARY: The following is a review of activity resulting from the August 12th Jefferson County Citizen Advisory Board meeting:

- Public Comments: Comment regarding the lengthy list of prior CAB accomplishments, projects completed and recommendations made. This discussion also highlighted the need to include an overview of the history of CAB activities that could be included in a new CAB member packet.
- Public Comment: There was question as to why the CAB Agenda Packet was not posted to the PUD website until the morning of the meeting. The Agenda Packet needs to be posted on the PUD website at least two days before the meeting.
- CAB Business: General discussion that when a Board vote is not unanimous that how each member voted should be identified in the minutes.
- BOC Update: The CAB received an update on Magellan, GM Goals process, Opt-Out Policy development, additional tree budget, approval of non-representative employee salary ranges, communication policy, KPTZ radio interview, County Picnic.
- PUD Staff Update: Discussion of fiber and SCADA improvements. Ongoing partnership work with Wave and Century Link. Review of outage periods during these upgrades.
- Joint BOC/CAB Workshop review: Discussion of positive outcomes on identifying opportunity areas where the CAB might provide input and recommendations. Meeting with the Work Plan Subcommittee and Kevin Streett on August 19th to discuss further. Will be topic at September CAB meeting before presenting to the BOC.
- OPMA and PRA: General discussion of need to complete this training and submit certificates of completion. Tom Thiersch volunteered to provide some training and review in this area. Looks like this could occur in October or November timeframe.
- Low Income: The CAB approved the recommendation to increase the Senior Low Income subsidy from the current \$20 / month to \$39.50 / month. The CAB recommendation will be forwarded to the BOC for their consideration.
- CAB Operating Guidelines: The CAB discussed and approved recommendations for Operating Guidelines.
- Broadband: The Broadband Subcommittee has met after the Magellan update. There was a general report on County activities and future broadband goals.



AGENDA REPORT

DATE: August 20, 2019
TO: Board of Commissioners
THRU: Kevin Streett, General Manager
FROM: Will O'Donnell, Communications Manager
 & Bill Graham, Interim Water Supervisor
RE: Energy Efficiency Program Support RFP

BACKGROUND: Many neighboring utilities use energy efficiency contractors to supplement their energy efficiency incentive (EEI) programs. These contractors have developed their own database systems to manage the layers upon layers of complex spreadsheets and workbooks required by the BPA. Clark, Cowlitz, Mason 3 and Grays Harbor PUDs, as well as OPALCO all use contractor support to supplement and enhance their programs. While Jefferson PUD has been very successful in utilizing its EEI funding to support projects in the county, staff has long struggled to manage the onerous processing procedures required by the BPA. In March of 2019 staff received approval from the board to explore obtaining contractor support services. In June, PUD staff issued an RFP with the goal of obtaining proposals for program support from energy efficiency services contractors.

ANALYSIS/FINDINGS: Four proposals were received. Three of the four proposals ranked high and one lower. 2 of the top three proposals offered full-service support, and one offered data management support only. Full-service support includes a database-oriented, data management systems, BPA portal filing, monthly and annual reporting, customer application processing, and field inspections. The top three ranked proposals all had excellent references and years of experience working with similar sized utilities. Evergreen Consulting's proposal ranked highest of all and provided the most services at the lowest cost. Evergreen has been in business since 1997, contract project manager Mike Porter has been on staff for a decade. Their field inspector lives near Bainbridge Island and has significant experience processing commercial lighting projects with Jefferson PUD. Evergreen also benefits from a large staff of energy efficiency professionals and a unique relationship with the BPA. Staff recommends the PUD contract with Evergreen Consulting Group for energy efficiency incentive program support.

SCORECARD	Understand Needs	Team Qualifications	Rural Small Exp	Innovative Solutions	Value	Avg
Evergreen	4.5	5	4.5	4.5	4.5	4.6
ESG	4	4.5	5	3.5	4	4.2
Burchfield	2.5	3.5	2	2.5	3.5	2.8
ENW	4.5	4	5	4.5	4	4.4

Services Offered	rebate processing	data management	reporting	field support	online form application
Evergreen	x	x	x	x	x
ESG	x	x	x	x	x
Burchfield	x	x	x	x	
ENW		x	x		

FISCAL IMPACT: No direct impact on our expense budget. A portion of the BPA performance payment would be used to cover the cost of the supporting contractor’s services. Below is a table of costs for service provided in the contractor proposals. Evergreen offered the most services for the lowest price.

CONTRACTOR	SETUP COST	Annual Cost	Field Inspections	Online forms	Total Yr 1	Total Yr 2
Evergreen	\$1,000	\$24,000	\$26,430	\$1,500	\$52,930	\$51,500
ESG	\$2,500	\$54,000			\$56,500	\$54,000
Burchfield	\$41,240	\$105,070			\$105,070	\$105,070
ENW	\$4,425	\$27,000	n/a		\$31,425	\$27,000

RECOMMENDATION: Staff recommends the PUD contract with Evergreen Consulting Group for energy efficiency incentive program support, and requests that the BOC empower GM Kevin Streett to enter into a contract agreement with Evergreen.



DATE: August 20, 2019

TO: Board of Commissioners

THRU: Kevin Streett, General Manager

FROM: Jean Hall, Customer Service Manager

RE: Proposed Fourth Tier Water Rate

Summary: This is the third look at a proposed fourth tier water rate. Staff brought this to the BOC meeting initially on July 16, 2019, and then again on August 6, 2019. Under the new 4th tier rate recommended by staff, customers would be charged \$1.00/100 gallons for usage above a 30,000-gallon threshold.

During the August 6th BOC meeting, staff received requests for additional data. First, was a comparison with Kitsap PUD's rate structure (attached). As Kitsap PUD rates are based on cubic feet rather than gallons, and Kitsap PUD's billing runs on a bi-monthly schedule, the attached comparison is an estimation only.

In addition to the rate comparison, staff was tasked with gathering data pertaining to high usage by system. Currently, our CIS system is not set up for reporting on a per system basis. However, staff was able to compile accurate usage data per system over a six-month period of time. This data has been formatted into two graphs (attached). The top 1% of users are displayed as a percentage of the active meters within their system. To define active meters, this is installed meters with usage greater than zero over the six-month period. It is important to note that the Quimper system is quite large and encompasses LUD 3 (South Hastings/Beckett Point), Glen Cove South, Kala Point, Marrowstone, Port Hadlock, and Chimacum. Also included with Quimper, though the meters are only read, and not fed by/with our Quimper system, are those customers on our Valiani system.

Attachments (3) KPUD Rate Structure Comparison
Water Users Top 1% By System Graph, January – June 2018
Water Users Top 1% By System Graph, July – December 2018

KPUD Rate Structure Comparison

<https://www.kpud.org/billPayAndRates.php>

KPUD - Bi-Monthly Billing		
Standard Residential Rate, 5/8"		
Per 100 cu ft		
Tier 1	0 - 1,400 cu ft	\$1.30
Tier 2	1,401 - 2,400 cu ft	\$1.75
Tier 3	2,401 - 4,000 cu ft	\$2.75
Tier 4	> 4,000 cu ft	\$6.75
Bi-Monthly Base fee:		\$49.00

JPUD - Monthly Billing		
Standard Residential Rate, 3/4"		
Per 100 Gallons		
Tier 1	0 - 5,000 gal	\$0.29
Tier 2	5,001 - 10,000 gal	\$0.40
Tier 3	> 10,000 gal	\$0.54
Monthly Base fee:		\$26.95

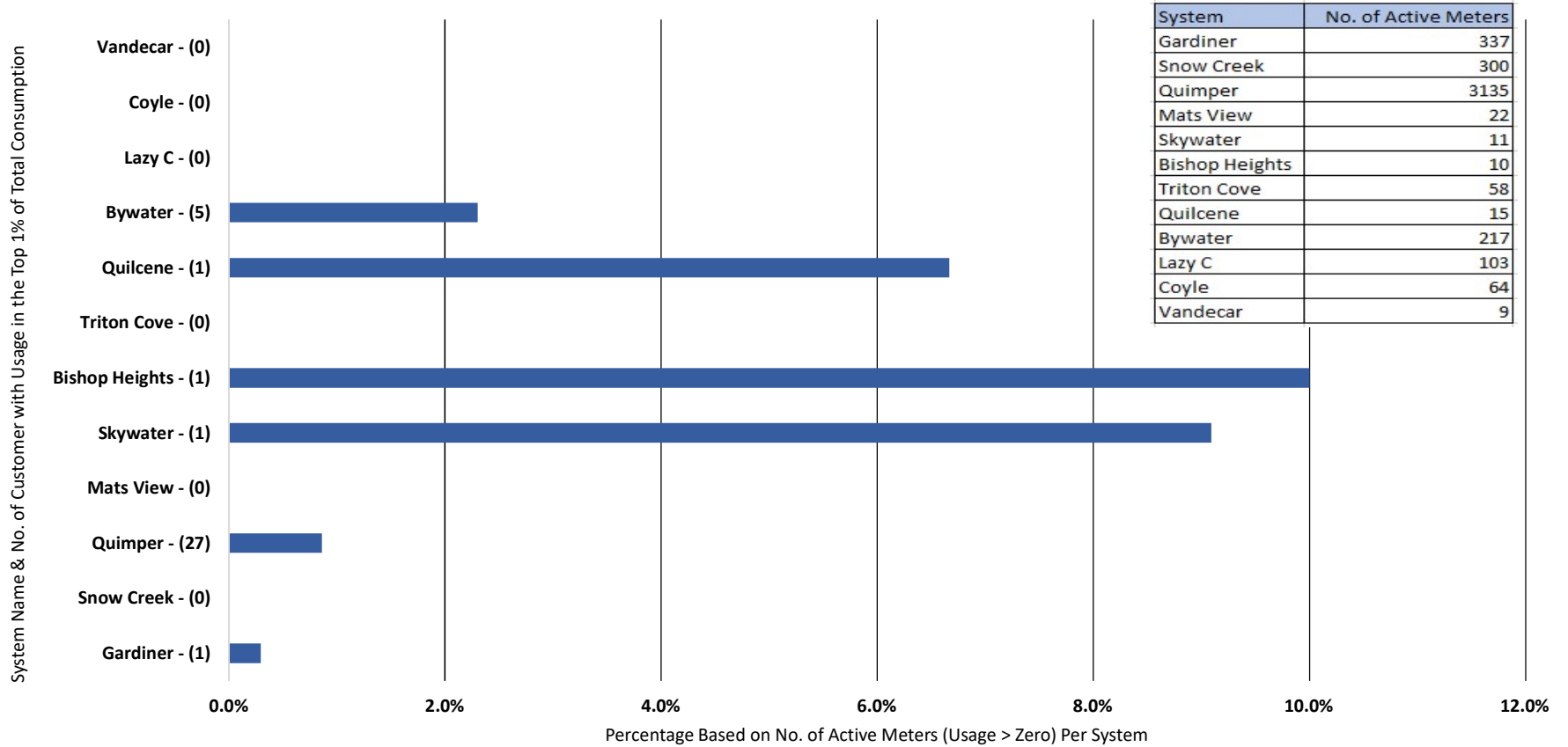
Cubic Feet to Gallon Conversion 1 cu ft = 7.48052 gallons

KPUD Rates - Converted to Gallons & Monthly Billing		
Standard Residential Rate, 5/8"		
Per 100 Gallons (aprox)		
Tier 1	0 - 10,473 gal	\$0.17
Tier 2	10,474 - 17,953 gal	\$0.23
Tier 3	17,954 - 29,922 gal	\$0.37
Tier 4	> 29,922 gal	\$0.90
Monthly Base Fee		\$24.50

KPUD Cost Conversion			
	per cu ft	per gal	per 100 gal
Tier 1	0.013	0.001738	0.17378471
Tier 2	0.0175	0.002339	0.23394096
Tier 3	0.0275	0.003676	0.3676215
Tier 4	0.0675	0.009023	0.90234369

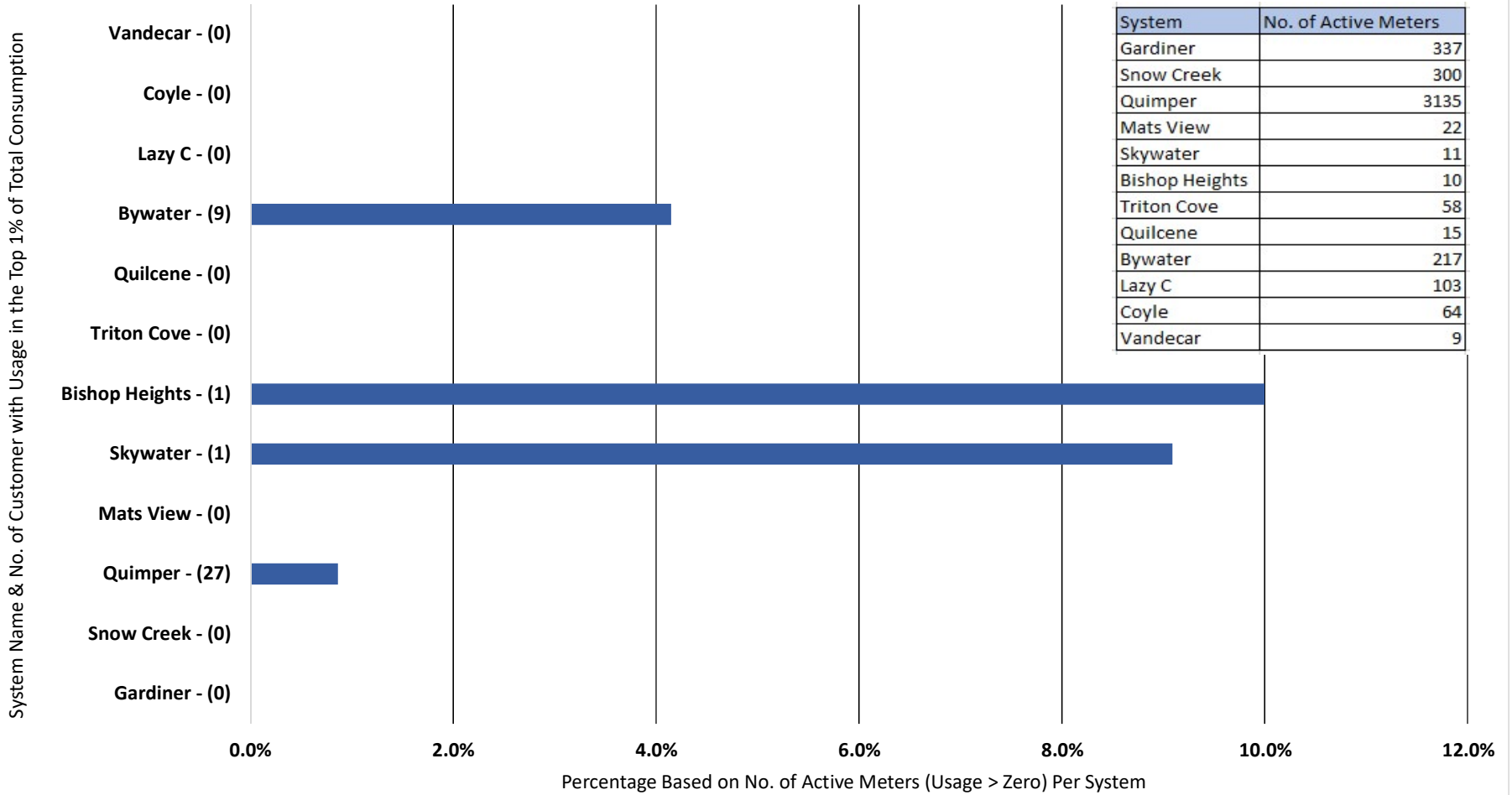
January - June 2018 Top 1% of Residential Water Users by System

****Percentages shown are based on the number of active connections within each individual system****



July - December 2018 Top 1% of Residential Water Users by System

Percentages shown are based on the number of active connections within each individual system





AGENDA REPORT

DATE: August 20, 2019
TO: **Board of Commissioners**
FROM: Lori Rae
RE: Net Meter Application Fee

SUMMARY: To discontinue the Net Meter application fee of \$100.00.

BACKGROUND: We have been charging a net meter application fee of \$100.00 for associated cost for installation, annually reading and reporting to WSU.

Currently installers are not requesting production meter to be installed from the PUD, since there aren't any incentive dollars available currently. Therefore, we wouldn't have the associated costs of the annual reading and reporting.

ANALYSIS/FINDINGS: Neither Mason 1 or 3 are charging an application fee, nor do they charge for the meter exchange. Clallam PUD charge a \$100.00 application fee and \$95.00 for a meter exchange.

We currently charge \$100.00 application fee, \$350.00 for a net meter exchange and \$165.00 for a production meter installation. Actual cost of a 2s programmable meter is \$220.00

RECOMMENDATION: Eliminate Net Meter application fee, New service application fee has already been eliminated. Any Admin fees for associated cost for annual reading / reporting can be absorbed in the meter exchange cost.



AGENDA REPORT

DATE: August 20, 2019
TO: **Board of Commissioners**
FROM: Kevin Streett
RE: 4-year work plan

The attached 4-year work plan was first introduced at the 3rd quarter review on August 5, 2019. Since then, it was sent to Rodney Peach from RUS to review. At this time because the PUD is not requesting any funds, there was no need for him to formally approve it. This plan is from 2020-2023 and will be referenced for electrical capital work projects over the next 4 years.

Staff is seeking BOC approval of this plan.

Item No.	Description	2020	2021	2022	2023	Total	Discussion
100 New Line Construction							
101	Construct Underground Distribution line extensions and service runs to serve new customers; Single-Phase and Three-Phase. 50 year year - approximately 3 miles annually.	\$ 400,000	\$ 350,000	\$ 340,000	\$ 300,000	\$ 1,390,000	
102	Construct Overhead Distribution line extensions and service lines to serve new customers; Single-Phase and Three-Phase. 30 per year - approximately 2 miles per year.	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 700,000	
103	Construction for new Subdivisions. Approximately 1 per year.	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000	\$ 300,000	
104	Water Steet Undergrounding	\$ 220,000	\$ 220,000	\$ -	\$ -	\$ 440,000	
New Line Construction :: Annual Totals		\$ 845,000	\$ 795,000	\$ 565,000	\$ 625,000	\$ 2,830,000	
200 New Distribution Main-Line Construction							
202	Underground feeds out of Irondale Bay 2	\$ 225,000	\$ -	\$ -	\$ 100,000	\$ 325,000	
203	New outgoing feed Hastings Substation	\$ 125,000	\$ 220,000	\$ -	\$ -	\$ 345,000	
203-1	New Feed Discovery, School to new roundabout	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000	
204	New Feeder out of PLSS - Engineering	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	
204-1	New Feeder out of PLSS - Construction	\$ -	\$ -	\$ 400,000	\$ -	\$ 400,000	
New Distribution Main-Line Construction :: Annual Totals		\$ 525,000	\$ 320,000	\$ 400,000	\$ 100,000	\$ 1,345,000	
300 Conversion							
301	Convert Single-Phase to Three-Phase	\$ -	\$ -	\$ 200,000	\$ 150,000	\$ 350,000	
302	Convert Single-Phase OH Distribution to UG along Olele Point Road	\$ 425,000	\$ -	\$ -		\$ 425,000	
303	Convert OH Distribution to UG	\$ 350,000	\$ 250,000	\$ 350,000	\$ 380,000	\$ 1,330,000	
304	Kilisut Harbor - Final	\$ 310,000	\$ -	\$ -	\$ -	\$ 310,000	
Distribution-Line Conversion :: Annual Totals		\$ 1,085,000	\$ 250,000	\$ 550,000	\$ 530,000	\$ 2,415,000	
400 New Substations							
401	Engineering	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000	
401-1	Port Ludlow Bay 2 Construction	\$ 225,000	\$ 175,000	\$ 75,000	\$ -	\$ 475,000	
New Substations :: Annual Totals		\$ 310,000	\$ 175,000	\$ 75,000	\$ -	\$ 560,000	
500 Substation Changes							
501	Replace Aging Substation 15KV Regulators, bypass switches, and Controls at Hastings.	\$ -	\$ 235,000	\$ 135,000	\$ 235,000	\$ 605,000	
502	Irondale Sub: Replace Aging Substation 15KV Regulators, bypass switches, and Controls; Install new regulator rack.	\$ -	\$ 255,000	\$ -	\$ -	\$ 255,000	

Item No.	Description	2020	2021	2022	2023	Total	Discussion
503	Replace /install new relays	\$ -	\$ 55,000	\$ 30,000	\$ 120,000	\$ 205,000	
504	Replace Aging Substation Wet-Cell Batteries with Dry-Cell Batteries, and their chargers.	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ 48,000	
505	SCADA System Substation Communications and Devices Upgrades.	\$ 40,000	\$ 40,000	\$ 40,000	\$ 100,000	\$ 220,000	
506	New Feeder Hastings	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000	
507-1	Engineering	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000	
507-2	New breaker Hastings	\$ -	\$ 225,000	\$ -	\$ 210,000	\$ 435,000	
508	New Substation Transformer	\$ -	\$ -	\$ 550,000	\$ -	\$ 550,000	
Substation Changes :: Annual Totals		\$ 314,000	\$ 834,000	\$ 755,000	\$ 665,000	\$ 2,568,000	
600 Miscellaneous Distribution Equipment							
601-1	Install new pole-mount Transformers to serve new customers. 10 per year.	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000	
601-2	Install new pad-mount Transformers to serve new customers. 15 per year.	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000	
601-3	Transformer replacement of aging units. 60 per year.	\$ 180,000	\$ 180,000	\$ 220,000	\$ 180,000	\$ 760,000	
602-1	Install/Upgrade meters to serve new/existing customers. XX per year.	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 50,000	
604-1	Install New Three-Phase distribution-line reclosers.	\$ 50,000	\$ 100,000	\$ 50,000	\$ -	\$ 200,000	
605-1	Install new line Regulators. 3 per year.	\$ -	\$ -	\$ 75,000	\$ 175,000	\$ 250,000	
605-2	Regulator replacement of aging units. XX per year.	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 150,000	
607	Pole Replacements. 30 per year.	\$ 80,000	\$ 80,000	\$ 180,000	\$ 180,000	\$ 520,000	
608	Replace Aging Conductors. XX projects - X miles per year.	\$ 200,000	\$ 175,000	\$ 250,500	\$ 354,500	\$ 980,000	
608-1	Install single phase 15kv 1/0 distribution line XX miles	\$ 205,000	\$ 200,000	\$ 250,000	\$ 225,000	\$ 880,000	
609	Miscellaneous Replacements	\$ -	\$ -	\$ -	\$ -	\$ -	
610	Wildlife Protection. X sites.	\$ 75,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000	
Miscellaneous Distribution Equipment :: Annual Totals		\$ 935,000	\$ 905,000	\$ 1,170,500	\$ 1,209,500	\$ 4,220,000	
700 Other Distribution Items							
701	Security and Street Lighting	\$ 20,000	\$ 20,000	\$ 10,000	\$ 20,000	\$ 70,000	
703	SCADA System Distribution Line Devices Communications and Control Upgrades.	\$ 75,000	\$ 75,000	\$ 60,000	\$ 90,000	\$ 300,000	
704	SCADA Communications	\$ 90,000	\$ -	\$ -	\$ 40,000	\$ 130,000	
705	Meters	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000	
705-1	Meter Replacement Project	\$ 125,000	\$ 1,500,000	\$ 1,500,000	\$ 800,000	\$ 3,925,000	
Other Distribution Items :: Annual Totals		\$ 345,000	\$ 1,595,000	\$ 1,570,000	\$ 950,000	\$ 4,460,000	
1000 Transmission Line and Station Changes							

Item No.	Description	2020	2021	2022	2023	Total	Discussion
1001	Move Transmission Poles for easements	\$ 60,000	\$ -	\$ 60,000	\$ 160,000	\$ 280,000	
1002	Install 115kVA switches	\$ 110,000	\$ 45,000	\$ -	\$ 125,000		
Transmission Line and Station Changes :: Annual Totals		#####	\$ 45,000.00	\$ 60,000.00	#####	#####	
1100 Other Transmission Items							
1101	Easements and Right-of-Way	\$ 45,000	\$ 25,000	\$ -	\$ 80,000	\$ 150,000	
Other Transmission Items :: Annual Totals		\$ 45,000	\$ 25,000	\$ -	\$ 80,000	\$ 150,000	
1200 Communications							
1201	Fiber Line Extensions	\$ 145,000	\$ 175,000	\$ 150,000	\$ 160,000	\$ 630,000	
Communications :: Annual Totals		\$ 145,000	\$ 175,000	\$ 150,000	\$ 160,000	\$ 630,000	
1300 Headquarters Facilities							
1301	Fuel Tanks	\$ -	\$ 135,000	\$ -	\$ -	\$ 135,000	
1302	Fencing	\$ 50,000	\$ -	\$ 50,000	\$ 100,000	\$ 200,000	
Communications :: Annual Totals		\$ 50,000	\$ 135,000	\$ 50,000	\$ 100,000	\$ 335,000	
Annual Totals							
2015-2019 Plan of Service :: Annual Cost		\$ 4,769,000	\$ 5,254,000	\$ 5,345,500	\$ 4,704,500	#####	

Annette Johnson

From: Kevin Streett
Sent: Tuesday, August 13, 2019 1:45 PM
To: Annette Johnson
Subject: FW: work plan

fyi

Kevin Streett
General Manager
Jefferson County PUD
Cell 360 302-1700
Office 360 385-8360

From: Peach, Rodney - RD, Nine Mile Falls,WA <rodney.peach@usda.gov>
Sent: Tuesday, August 13, 2019 1:43 PM
To: Kevin Streett <kstreett@jeffpud.org>
Cc: Mike Bailey <m Bailey@jeffpud.org>
Subject: RE: work plan

Kevin,
The email will be sufficient to fulfill your requirements of having an active CWP for the utility. At this time since you are not requesting any funds there is no need for me to approve this formally. Thanks for sending over and allowing me to review.
Thanks,

Rodney Peach | Supervisory General Field Representative
Rural Development | Rural Utilities Service | Electric Program
Cell: 509-309-6923

<http://www.rd.usda.gov/programs-services/all-programs/electric-programs> | "Committed to the future of rural communities"

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From: Kevin Streett <kstreett@jeffpud.org>
Sent: Friday, August 9, 2019 7:59 AM
To: Peach, Rodney - RD, Nine Mile Falls,WA <rodney.peach@usda.gov>
Cc: Mike Bailey <m Bailey@jeffpud.org>
Subject: RE: work plan

Next week is great, we know this should have been sent to you a while ago.
Thanks for the help

Kevin Streett
General Manager
Jefferson County PUD
Cell 360 302-1700
Office 360 385-8360

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From: Peach, Rodney - RD, Nine Mile Falls,WA <rodney.peach@usda.gov>
Sent: Friday, August 9, 2019 7:57 AM
To: Kevin Streett <kstreett@jeffpud.org>
Cc: Mike Bailey <m Bailey@jeffpud.org>
Subject: Re: work plan

Kevin,
It has been a crazy week and haven't had a chance. I will look at it and get to you on Monday or Tuesday if that is ok?
Thanks,
Rodney

From: "Kevin Streett" <kstreett@jeffpud.org>
Date: Friday, August 9, 2019 at 9:49:52 AM
To: "Peach, Rodney - RD, Nine Mile Falls,WA" <rodney.peach@usda.gov>
Cc: "Mike Bailey" <m Bailey@jeffpud.org>
Subject: work plan

Hi Rodney,
Have you had time to look over our draft work plan?
Happy Friday

Kevin Streett
General Manager
Jefferson County PUD
Cell 360 302-1700
Office 360 385-8360

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