



**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County
December 12, 2019**

**Board of Commissioners
Special Meeting
Audit Exit Interview
Final Minutes**

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 1:30 p.m. on December 12, 2019, at the Chimacum Fire Hall, 9193 Rhody Drive, Chimacum, WA 98325. Present:

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

Kevin Streett, General Manager
Mike Bailey, Financial Services Manager
Jimmy Scarborough, Interim Elec. Engineer Supervisor
Samantha Harper, Water Superintendent
Will O'Donnell, Communications Manager
Scott Bancroft, Special Projects Coordinator
Annette Johnson, Executive Assistant/Records Officer
Nate Tantum, Utility Accountant II
Melissa Blair, Utility Accountant II
Don McDaniel, Consultant

Chris Anthony, Audit Lead
Washington State Auditor's Office

Megan McFarland, Assistant Audit Manager
Washington State Auditor's Office

Cammy Brown, Recording Secretary

CALL TO ORDER:

Commissioner Jeff Randall called the special meeting of the PUD Board of Commissioners for December 12, 2019, to order at 1:30 p.m. Voluntary introductions were made.

AGENDA APPROVAL:

Mike Bailey, Financial Services Manager made a correction to the agenda. Special meeting today is an Accountability Audit and not a Finance Audit.

MOTION: Commissioner Kenneth Collins made a motion to accept the Agenda of the Special Meeting of the Jefferson County PUD dated December 12, 2019, with the correction. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

General Manager Kevin Streett recognized and voiced appreciation for employees Mike Bailey, Nate Tantum and Melissa Blair of the PUD Accounting Department. The State Auditor's Office representatives also expressed appreciation to the accounting staff.

The audit review was summarized by Kirsten Anthony, Audit Lead, Washington State Auditor's Office and Megan McFarlane, Assistant Audit Manager, Washington State Auditor's Office.

There were no findings.

PUBLIC COMMENTS: None.

ADJOURNMENT:

Commissioner Jeff Randall declared the December 12, 2019, Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 1:52 p.m.

Minutes prepared by
Recording Secretary Cammy Brown

Approved:

Kenneth Collins
Commissioner Kenneth Collins, Secretary

2/18/2020
Date

Attest: Jeff Randall
Commissioner Jeff Randall, President

2-18-2020
Date

Dan Toepper
Commissioner Dan Toepper, Vice President

2-18-2020
Date

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