



**Board of Commissioners Meeting  
February 18, 2020  
5:00 PM  
63 Four Corners Road  
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 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. **(15 min)**
4. CONSENT AGENDA: 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: 12-12-19 BOC Special Mtg, 1-7-20 BOC Special Mtg.
  - 4.2 Voucher Certification and Approval
  - 4.3 Write-offs for Dec 2019
  - 4.4 PUD Calendar
  - 4.5 Voltage Regulators
5. MANAGER AND STAFF REPORTS: (5 min each)  
CAB Report
6. OLD BUSINESS:
  - 6.1 Aid to Construction Exhibit B Electrical
7. NEW BUSINESS/ACTION ITEMS
  - 7.1 Water and Sewer Fee Schedule Exhibit C

8. COMMISSIONER REPORTS

9. SIGNING OF DOCUMENTS

10. ADJOURN

An Executive Session may be called at any time for purposes authorized by the Open Public Meeting Act.



**PUBLIC UTILITY DISTRICT NO. 1**

**of Jefferson County**

**December 12, 2019**

**Board of Commissioners**

**Special Meeting – Fourth Quarter Update**

**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 December 12, 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

Kris Lott, Network Administrator

Jean Hall, Customer Services Manager

Lori Rae, Operations Manager

Mike Bailey, Financial Services Manager

Alyson Dean, Purchasing/Stores

Bill Graham, Interim Water OP Supervisor

Scott Bancroft, Special Projects Coordinator

Jean Hall, Customer Service Manager

Don McDaniel, PUD Consultant

Melanie Patterson, Human Resources Manager

Will O'Donnell, Communications Manager

Cammy Brown, Recording Secretary

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Jefferson County PUD  
Board of Commissioners  
Special Meeting – Fourth Quarter Update  
December 12, 2019 – 10:00 a.m.  
Draft Minutes





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

**January 7, 2020**

**Board of Commissioners  
Special Meeting – Executive Sessions**

**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 4:00 p.m. on January 7, 2020, at the PUD Customer Service Center, 210 Four Corner's Road, Port Townsend, Washington, 98325. Present:

Commissioner Jeff Randall, President  
Commissioner Kenneth Collins, Secretary  
Commissioner Dan Toepper, Vice President  
Kevin Streett, General Manager  
Joel Paisner, General Counsel  
Annette Johnson, Executive Assistant/Records Officer  
Scott Bancroft, Special Projects Coordinator  
  
Cammy Brown, Recording Secretary

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**CALL TO ORDER:**

Commissioner Dan Toepper called the Special Meeting of the PUD Board of Commissioners for January 7, 2020, to order at 4:00 p.m. Introductions were given.

**AGENDA APPROVAL:**

General Manager Kevin Streett requested an addition to the agenda – an update on Union Negotiations pursuant to RCW 42.30.140 (4)(a). There were no objections.

**MOTION:** Commissioner Jeff Randall made a motion to approve the agenda as amended.

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Jefferson County PUD  
Board of Commissioners  
Special Meeting – Executive Sessions  
January 7, 2020 – 4:00 p.m.  
Draft Minutes

Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

**FIRST EXECUTIVE SESSION:**

The purpose of the First Executive Session of the Jefferson County PUD Board of Commissioners was to consider the selection of a site or the acquisition of real estate pursuant to RCW 42.30.110(1)(b). There may be action taken.

The First Executive Session convened at 4:03p.m. with an estimated in session time of 15 minutes.

The First Executive session ended at 4:20 p.m. There was no action taken.

The January 7, 2020, Special Meeting of the Jefferson County PUD Board of Commissioners reconvened at 4:20 p.m.

**SECOND EXECUTIVE SESSION:**

The purpose of the Second Executive Session of the Jefferson County PUD Board of Commissioners was to discuss collective bargaining sessions including contract negotiations with one of the PUD's labor representative pursuant to RCW 42.30.140(4)(a).

The Second Executive session convened at 4:22 p.m. with an estimated in session time of 15 minutes.

The Second Executive session ended at 4:37 p.m. There was no action taken.

The January 7, 2020, Special Meeting of the Jefferson County PUD Board of Commissioners reconvened at 4:37 p.m.

**ADJOURNMENT:**

Commissioner Dan Toepper declared the January 7, 2020, Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 4:37 p.m.

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Minutes prepared by  
Cammy Brown, PUD Recording Secretary

**Approved:**

\_\_\_\_\_  
Commissioner Jeff Randall, Secretary

\_\_\_\_\_  
Date

**Attest:**

\_\_\_\_\_  
Commissioner Dan Toepper, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner Kenneth Collins, Vice President

\_\_\_\_\_  
Date

*Please note PUD Board of Commissioner special meetings are audio recorded and posted to the PUD website at [www.jeffpud.org](http://www.jeffpud.org), usually within 1-2 business days of each meeting. If you experience any difficulty accessing a particular recording, you may call 360.385.5800 for assistance. Jefferson PUD provides reasonable accommodations to persons with disabilities. We invite any person with special needs to contact our staff at 360.385.8351 at least 24 hours before the meeting to discuss any special accommodations.*

**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:  2/7/2020  
 Mike Bailey, Financial Services Manager / District Auditor Date

**VOUCHER CLAIM FORMS FOR INVOICES PAID:**

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 122408 to # 122410	\$ 18,129.39	1/30/2020
Accounts Payable:	# 122410 to # 122450	\$ 231,751.41	1/31/2020
Accounts Payable:	# 122451 to # 122528	\$ 701,656.39	2/6/2020
Payroll Checks:	# 70701 to # 70705	\$ 9,320.20	2/7/2020
Payroll Direct Deposit:		\$ 148,044.89	2/7/2020
<b>TOTAL INVOICES PAID</b>		<b>\$1,108,902.28</b>	

	WIRE TRANSFERS PAID	AMOUNT	DATE
Peterson Lake		\$ 14,328.62	2/2/2020

**GRAND TOTAL** **\$1,123,230.90**

VOIDED WARRANTS



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# Accounts Payable Check Register

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## 01/29/2020 To 02/06/2020

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
122408 01/30/2020	CHK	10065	DEPT OF LABOR & INDUSTRIES	WORKERS COMP - 4TH QTR 2019	16,140.36
122409 01/30/2020	CHK	10074	EMPLOYMENT SECURITY	SUTA - 4TH QUARTER 2019	1,532.78
122410 01/30/2020	CHK	10767	EMPLOYMENT SECURITY DEPARTMEN	4TH QUARTER 2019 PAID FML	456.25
122411 01/31/2020	CHK	10012	ALTEC INDUSTRIES, INC	MULTIRANGE VOLT DETECTOR	1,144.37
122412 01/31/2020	CHK	10736	AMERICAN PUBLIC POWER ASSOCIATI	APPA DUES 1YR 4/01/2020-3/31/2021	11,076.84
122413 01/31/2020	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING W/E 12/31/19 GARDINER	2,310.80
122414 01/31/2020	CHK	9998	ARIA BENNER	Credit Balance Refund	61.77
122415 01/31/2020	CHK	10045	CENTURY LINK-S	CIRCUIT INFO JAN-20	428.81
				INTERNET SVC JAN-20	84.56
				ACCT# 206-T35-8725 992A - JAN 2020	2,646.41
				CHOICE BUSINESS JAN-20	130.87
				BUSINESS LINE JAN-20	52.89
				ACCT# 206-T41-7015 994 - JAN 2020	38.93
<b>Total for Check/Tran - 122415:</b>					<b>3,382.47</b>
122416 01/31/2020	CHK	9998	LORETTA EATON	Credit Balance Refund	88.87
122417 01/31/2020	CHK	10085	FASTENAL	SAW BLADE & BUTT SPLICE CONNECTOR	66.08
				RED MARKING CHALK & WHITE MARKING CHALK	127.95
				BATTERIES- AAA, AA, D	51.49
				UNCORDED DISP EARPLUG	27.86
				HANDWARMERS	36.28
<b>Total for Check/Tran - 122417:</b>					<b>309.66</b>
122418 01/31/2020	CHK	10802	THERESA L GIESE	MAIL RUN 11/26-12/18/19	43.39
				MAIL RUN 11/26-12/18/19	10.85
<b>Total for Check/Tran - 122418:</b>					<b>54.24</b>
122419 01/31/2020	CHK	10608	HARBORSIDE INN	FINANCIAL POLICY MEETING 1/14/2020	133.20
				FINANCIAL POLICY MEETING 1/14/2020	33.30
<b>Total for Check/Tran - 122419:</b>					<b>166.50</b>

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# Accounts Payable Check Register

01/29/2020 To 02/06/2020

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
122420 01/31/2020	CHK	10110	HENERY HARDWARE	STOCK: BUTANE FUEL & TAP SPLICE	8.70
				STORAGE HANGER & DISTILLED WATER	17.16
<b>Total for Check/Tran - 122420:</b>					25.86
122421 01/31/2020	CHK	10111	HIGHWAY SPECIALTIES LLC	SUBSTATION SIGNS	512.57
122422 01/31/2020	CHK	9998	DAN HOSFELDT	Credit Balance Refund	203.60
122423 01/31/2020	CHK	9998	LUKE JAEGER	Credit Balance Refund	36.12
122424 01/31/2020	CHK	10129	JIFFY LUBE	VEH# 106 - OIL CHANGE	76.87
122425 01/31/2020	CHK	9998	MARK ALAN JOHNSON	Credit Balance Refund	210.83
122426 01/31/2020	CHK	10330	KARR TUTTLE CAMPBELL	PROFESSIONAL SVC: DEC 2019	2,299.20
				PROFESSIONAL SVC: DEC 2019	574.80
<b>Total for Check/Tran - 122426:</b>					2,874.00
122427 01/31/2020	CHK	10348	KEMP WEST, INC	TREE TRIMMING LELAND VALLEY/LORDS LAKE	2,887.00
122428 01/31/2020	CHK	10543	LANDMARK EXCAVATING AND DOZER	EXCAVATING - SWANSONVILLE RD WO#19083	10,888.40
122429 01/31/2020	CHK	10725	MAGELLAN ADVISORS, LLC	BROADBAND INFRSTRCTR STR MAY 2019	7,131.25
122430 01/31/2020	CHK	10170	OLYMPIC EQUIPMENT RENTALS	PROPANE CYL & TORCH SELF LIGHT	43.58
122431 01/31/2020	CHK	10181	PENINSULA PEST CONTROL	RODENT SVC MO FOUR CRNRS JAN-20	76.30
				OHA SVC BI-MONTHLY FOUR CRNRS	87.20
				RODENT SVC MO FOUR CRNRS JAN-20	81.75
<b>Total for Check/Tran - 122431:</b>					245.25
122432 01/31/2020	CHK	10183	PETRICK LOCK & SAFE	REKEY SUBSTATIONS	4,121.73
122433 01/31/2020	CHK	10197	PRINTERY COMMUNICATIONS	RACK CARDS: SPC HEAT, CAUTION,GENERATOR	714.28
				BUSINESS CARDS FOR FLEET MNGR	114.86
<b>Total for Check/Tran - 122433:</b>					829.14
122434 01/31/2020	CHK	10203	PURMS JOINT SELF INSURANCE FUND	EIM LIABILITY POLICY 1/01-12/31/20 1Y	22,906.92
				AEGIS POLICY#XL5063709P 1/01-12/31/20 1Y	69,639.83
<b>Total for Check/Tran - 122434:</b>					92,546.75

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
122435 01/31/2020	CHK	10216	SECURITY SERVICES NW, INC.	NIGHT PAYMENT PICKUP - JAN 2020	1,455.85
				NIGHT PAYMENT PICKUP - JAN 2020	363.96
				MAILERS FOR TREE TRIMMING QUIL& W VALLEY	232.05
				FIRE ALARM AT 73 KENNEDY RD Q1 2020	99.00
				NIGHT PAYMENT PICKUP - DEC 2019	1,844.52
				NIGHT PAYMENT PICKUP - DEC 2019	204.95
<b>Total for Check/Tran - 122435:</b>					4,200.33
122436 01/31/2020	CHK	10217	SETON CONSTRUCTION INC	FLAGGING - BEAVER VALLEY RD 1/02/20	1,008.70
				FLAGGING - FLAGLER, CNTR, BVLY,BKPT 1/03	3,240.48
				FLAGGING - HASTINGS/COOK AVE 1/04/20	1,398.60
				FLAGGING - S DISCOVERY RD 1/06	3,308.14
				FLAGGING - SWANSONVILLE RD 1/09/20	1,495.03
				FLAGGING - CAPE GEORGE,IRND&MPL&CNT 1/10	1,632.04
<b>Total for Check/Tran - 122436:</b>					12,082.99
122437 01/31/2020	CHK	10219	SHOLD EXCAVATING INC	EXCAVATOR; L&M EMRG-26 BEAR RD 1/01/20	4,387.90
				EXCAVATOR;L&M - KMI&GOODWILL 1/09/20	1,840.77
				EXCAVATOR;L&M - 7272 HWY 20 1/09/20	478.72
<b>Total for Check/Tran - 122437:</b>					6,707.39
122438 01/31/2020	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/ECOLI BYWATER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 1/15/2020	23.00
<b>Total for Check/Tran - 122438:</b>					253.00

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**Bank Account: 1 - 1ST SECURITY - AP**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
122439 01/31/2020	CHK	10401	NATHALIA TANTUM	SUPPLIES FOR JACKSON THORNTON AUDITORS	32.38
				SUPPLIES FOR JACKSON THORNTON AUDITORS	8.10
				<b>Total for Check/Tran - 122439:</b>	40.48
122440 01/31/2020	CHK	10221	THE STATION SIGNS & SCREEN PRINTI	SIGNAGE FOR 310 CONSTRUCTION	27.25
				NEW HIRE CLOTHING W/ EMBOIDERY	129.06
				NEW HIRE CLOTHING W/ EMBOIDERY	32.26
<b>Total for Check/Tran - 122440:</b>					188.57
122441 01/31/2020	CHK	10524	TRI-CITY CONSTRUCTION COUNCIL	SERVICE FEE 1ST QUARTER 2020	146.11
				SERVICE FEE 1ST QUARTER 2020	584.43
				<b>Total for Check/Tran - 122441:</b>	
122442 01/31/2020	CHK	10620	UPS	FREIGHT-JAN 2020	12.78
				FREIGHT-JAN 2020	10.63
				FREIGHT-JAN 2020	10.63
<b>Total for Check/Tran - 122442:</b>					34.04
122443 01/31/2020	CHK	10615	US BANK	NWPPA E&O CONF 4/07-4/09 DEP TRVL EXP	73.78
				NWPPA E&O CONF 4/07-4/09 DEP TRVL EXP	73.78
				NWPPA E&O CONF 4/07-4/09 DEP TRVL EXP	73.78
				RPLCMT MAGNETIC SPOTLIGHT FOR VEH#407	798.71
				FR WORK SHIRT	100.98
				NEW HIRE BACKGROUND CHECK	48.44
				NEW HIRE NAME PLATE	19.13
				NEW HIRE BACKGROUND CHECK	12.11
				NEW HIRE NAME PLATE	4.78
				SUPPLIES FOR OFFICE	19.17
				SUPPLIES FOR OFFICE	4.79
				EXTENDED OUTAGE LUNCH FOR CREW	58.70
				EXTENDED OUTAGE LUNCH FOR CREW	97.89
PPC MEETING 1/8-1/9/2020	87.97				
PPC MEETING 1/8-1/9/2020	21.99				

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				EMPLOYEE CLOTHING ALLOWANCE	63.18
				SPARLING-500 PLC BATTERY REPLACEMENT	28.30
				SPARLING- RACK MOUNT POWER SUPPLY	745.07
				NWPPA: PCB MNGT&FNDTL TRN 1/8-1/9 TRVL E	15.75
				NWPPA: PCB MNGT&FNDTL TRN 1/8-1/9 TRVL E	15.75
				NWPPA: PCB MNGT&FNDTL TRN 1/8-1/9 TRVL E	688.98
				DOL: PE LICENSE 2YR RENEWAL	116.00
				NWPPA E&O CONF 4/07-4/09 DEP TRVL EXP	73.78
				RECONNECT WRKSHP 1/28-1/30/20 TRVL EXP	267.03
				SCADA VOICE ALERT SERVICE 6/19-12/19	8.10
				THE EVENTS CALENDAR WEBSITE PLUGIN 1YR	71.20
				ALLEN WRENCH SET FOR WORK ON COMP & SECU	26.15
				ASSET TIGER SMARTSIGN 200 PTS 1YR	160.00
				THE EVENTS CALENDAR WEBSITE PLUGIN 1YR	17.80
				ALLEN WRENCH SET FOR WORK ON COMP & SECU	6.54
				ASSET TIGER SMARTSIGN 200 PTS 1YR	40.00
				BLUEHOST WEBSITEHOST 1YR RNWL THR 1/2/21	315.84
				BLUEHOST WEBSITEHOST 1YR RNWL THR 1/2/21	78.96
				AMAZON WEB SVC HOSTFILES FOR WEBSITE DEC	2.82
				OATI WEBREGISTRY 1YR 2/01/19-1/31/2020	200.00
				AMAZON WEB SVC HOSTFILES FOR WEBSITE DEC	0.71
				FOOD FOR STORM PREP 1/9/2020	27.45
				WELLNESS AWARDS	174.36
				WELLNESS AWARDS	209.20
				WELLNESS AWARDS	43.59
				WELLNESS AWARDS	52.30
				NRECA CLS: YOU CAN'T DO IT ALONE: BUILDI	495.20
				NRECA CLS: ENGAGING & DEVELOPING HIGH PE	495.20
				NRECA CLS: CHANGE IS HARD GUIDING TEAM	495.20
				NRECA CLS: 2020 ESSENTIAL TOOLS WKPLC	120.00
				NRECA CLS: YOU CAN'T DO IT ALONE: BUILDI	123.80

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**Bank Account: 1 - 1ST SECURITY - AP**

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				NRECA CLS: ENGAGING & DEVELOPING HIGH PE	123.80
				NRECA CLS: CHANGE IS HARD GUIDING TEAM	123.80
				NRECA CLS: 2020 ESSENTIAL TOOLS WKPLC	30.00
				FLAGGER CERT CLASS LUNCH	50.03
				ZIPLOC BAGS FOR SIGNS 1/8/2020	13.71
				BLK CHISEL SHARPIE 1/9/2020	4.24
				PARTS TO FIX BROKEN GATE 12/20/19	141.69
				STRAW BALE 310 4 CRNRS RD 1/6/2020	40.31
				CLS: WOSSA FIRTAID 1/09 REG FEE	125.00
				REYNOLDS WELL-POSTAGE 1/8/2020	7.85
<b>Total for Check/Tran - 122443:</b>					7,334.69
122444	01/31/2020	CHK 10316	GERRIT VAN OTTEN	PCB MNGMT TRNING 1/8-1/9/2020 TRVL EXP	106.00
122445	01/31/2020	CHK 10750	VIRGINIA TRANSFORMER CORP	FINAL AMT-SUBSTATION TRANSFORMER 115KV-1	42,864.00
122446	01/31/2020	CHK 10263	WA STATE DEPT OF HEALTH	OPERATING PERMITFEE&CERT 1Y 1/1-12/31/20	5,215.40
122447	01/31/2020	CHK 10569	WAYNE D. ENTERPRISES, INC.	FR VEST&HATS - DEHNERT & THARALDSEN	-16.30
				FR VEST	138.92
				FR HAT	58.51
				PPE CLOTHING - YINGLING	-65.25
				PPE SWEATSHIRT	71.77
				PPE SHIRTS	270.39
				PPE JEANS	61.32
				PPE JEAN	83.85
				PPE JACKET	100.78
				PPE COVERALL	98.02
				PPE BIBERALL	104.17
				FR JEANS & SHIRT - SCARBOROUGH	-20.61
				FR SHIRT	97.18
				FR JEANS	152.42
				PPE SHIRTS - YINGLING	-13.52

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
				PPE SHIRTS	163.76	
				FR FLEECE - SCARBOROUGH	-12.45	
				FR FLEECE	150.74	
				PPE BIB OVERALL & HATS - PETHTEL&OTHERS	-27.24	
				PPE HATS	88.52	
				PPE BIB OVERALL	241.39	
				PPE SHIRT - BARBIETO	-11.96	
				PPE SHIRT	144.90	
				FR CLOTHING - THARALDSEN	-104.65	
				FR LONGSLEEVE SHIRT	117.65	
				FR JEANS	434.32	
				FR HOODIE	440.32	
				FR HIVIS SHIRT	275.16	
				<b>Total for Check/Tran - 122447:</b>	3,022.11	
122448	01/31/2020	CHK	10496	WELLS FARGO VENDOR FIN SERV	COPIER RENTAL 4 CRNRS JAN-2020	283.40
122449	01/31/2020	CHK	10502	CAROL WOODLEY	RENT BILLING AT ANNEX - JAN 2020	700.00
					RENT BILLING AT ANNEX - FEB 2020	700.00
					<b>Total for Check/Tran - 122449:</b>	1,400.00
122450	01/31/2020	CHK	10278	WPUDA	MONTHLY DUES - JAN 2020	4,812.00
					MONTHLY DUES - JAN 2020	1,203.00
					2020 JAN ASSOCIATION MEETINGS	36.00
					2020 JAN ASSOCIATION MEETINGS	9.00
					<b>Total for Check/Tran - 122450:</b>	6,060.00
122451	02/06/2020	CHK	10002	A WORKSAFE SERVICE, INC	ONSITE DRUG TEST	158.00
122452	02/06/2020	CHK	10006	AFLAC	AFLAC BILL JAN 2020	225.24
122453	02/06/2020	CHK	10012	ALTEC INDUSTRIES, INC	FR RAIN GEAR	2,688.48
					REPLACEMENT BUSHING ADAPTER	400.08
					REPLACEMENT DIE KEEPER SET	52.76
					FR RAIN GEAR	911.69

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01/29/2020 To 02/06/2020

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
<b>Total for Check/Tran - 122453:</b>					4,053.01
122454 02/06/2020	CHK	10447	ANIXTER INC.	SPLICE	144.97
				SIDEBY	9.48
				COPPER C	47.96
<b>Total for Check/Tran - 122454:</b>					202.41
122455 02/06/2020	CHK	9999	KEVIN CAMFIELD	REFUND- SCOPE OF WORK CHANGE WO#19141	865.00
122456 02/06/2020	CHK	10041	CDW GOVERNMENT	AUTOCAD LT - SUBSCRPTN 1YR THR 2/15/21	433.11
122457 02/06/2020	CHK	10042	CELLNET TECHNOLOGY INC	CUST # 100088 METER READS - JAN 2020	27,190.14
122458 02/06/2020	CHK	10044	CENTURY LINK QCC-P	ACCT# 77438002 PH#360-385-5800 JAN 2020	17.82
122459 02/06/2020	CHK	10050	CHS	VEH# 205- GASOLINE	87.32
				VEH# 110- PROPANE FOR FORKLIFT	39.12
<b>Total for Check/Tran - 122459:</b>					126.44
122460 02/06/2020	CHK	10052	CITY OF PORT TOWNSEND	PERMIT TYPE:MIP-PMT WATER ST WO#20022	240.50
				PERMIT TYPE:MIP-PMT ENFIELD&OAK WO#18325	240.50
<b>Total for Check/Tran - 122460:</b>					481.00
122461 02/06/2020	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	KEARNEY SUBST - JAN 2020	186.79
122462 02/06/2020	CHK	10332	KENNETH COLLINS	BOC,WPUDA,USDA,GM MTNG 1/6-1/31/2020	399.72
				BOC,WPUDA,USDA,GM MTNG 1/6-1/31/2020	99.93
<b>Total for Check/Tran - 122462:</b>					499.65
122463 02/06/2020	CHK	10764	COOK-SANDERS ASSOCIATES INC	DRONE SURVEY-BEAVER VALLEY RD OCT-19	825.00
				DRONE SURVEY-BEAVER VALLEY RD OCT-19	525.00
<b>Total for Check/Tran - 122463:</b>					1,350.00
122464 02/06/2020	CHK	9999	BRENT J DAVIS	REFUND- SCOPE OF WORK CHANGE WO#19441	1,500.00
122465 02/06/2020	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE JAN 2020	3,000.00
				CONSULTING SERVICE JAN 2020	2,000.00
<b>Total for Check/Tran - 122465:</b>					5,000.00



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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
122466 02/06/2020	CHK	10069	DM DISPOSAL CO INC	2YD OCC- 4CRNRS JAN-2020	153.67
122467 02/06/2020	CHK	10078	ESCI	ESCI SAFTEY TRAINING - JAN 2020	1,905.00
122468 02/06/2020	CHK	10801	EVERGREEN SAFETY COUNCIL	FLGR CERT ONSITE 1/14/2020	923.85
122469 02/06/2020	CHK	10085	FASTENAL	WAREHOUSE- MISC MATERIALS COMBUSTIBLE GAS SNSR FOR ALTAIR SAFETY GLASSES & STRIKER FLARE STOCK- SPRAYWAY & MULTI LUBRICANT	226.92 821.95 267.25 158.68
<b>Total for Check/Tran - 122469:</b>					1,474.80
122470 02/06/2020	CHK	10090	FREDERICKSON ELECTRIC, INC	OUTLETS INSTL - 310 FOUR CRNRS 1/15/20 OUTLETS INSTL - 310 FOUR CRNRS 1/15/20	3,603.82 900.96
<b>Total for Check/Tran - 122470:</b>					4,504.78
122471 02/06/2020	CHK	10093	GEMPLER'S	LOGO SHIRTS FOR WATER CREW	723.49
122472 02/06/2020	CHK	10094	GENERAL PACIFIC, INC	TRAN 1P POLE 15KVA 120/240 INSULATOR POLYMER DEAD END-25KV	3,575.20 205.19
<b>Total for Check/Tran - 122472:</b>					3,780.39
122473 02/06/2020	CHK	10454	GLOBAL RENTAL COMPANY INC	AT37-G BUCKET RNTL VEH#407 1/07-2/03	2,732.50
122474 02/06/2020	CHK	10098	GRAINGER	FLARES PCB DECAL AIR HORN	150.30 120.70 48.56
<b>Total for Check/Tran - 122474:</b>					319.56
122475 02/06/2020	CHK	10103	H D FOWLER	REPAIR COUPLINGS FOR WATER MAIN	757.07
122476 02/06/2020	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	60" FBG BOW RAKE POWER LOCK TAPE TOOLS- ADAPTER, PLIERS, PVC ELBOW VEH# 106- 3/8IN I.D. SPLIT LOOM&ZEP SPRY LAZY C-WIRE ROLL, HARDWARE LAZY C-CUTT WHL, WRK GLV, PAINT MARKER	43.59 13.07 45.00 11.00 19.48 70.05

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				LAZY C-BLK NIPPLE,BLK PIPE CAP,BLK COUP	16.74
				QCx1/ 4MPT ADAPTER	4.13
				ADJ NOZZLE, HOSE QCK CNNCT, HARDWARE	40.46
				LAZY C- QUICK GRP BAR CLAMP	38.14
				SHOP- THRD SELNT, PCKT KNF, PWRLCK TAPE	40.30
				<b>Total for Check/Tran - 122476:</b>	341.96
122477 02/06/2020	CHK	10384	HDR ENGINEERING INC	WATER SYSTEM PLAN UPDATE 10/27-12/28/19	480.67
				WATER SYSTEM PLAN UPDATE 10/27-12/28/19	1,125.83
				<b>Total for Check/Tran - 122477:</b>	1,606.50
122478 02/06/2020	CHK	10110	HENERY HARDWARE	MATERIAL- 50 PK 12-10 BUTT SPLICE	8.27
				VOLTAGE MULTI-TESTER	40.96
				<b>Total for Check/Tran - 122478:</b>	49.23
122479 02/06/2020	CHK	10111	HIGHWAY SPECIALTIES LLC	SIGNAGE FOR 310 CONSTRUCTION	218.00
				SIGNAGE FOR 310 CONSTRUCTION	54.50
				REPAIR BALLOON LIGHTS	331.91
				RENTAL BALLOON LIGHTS 1/14-1/21/20	272.50
				<b>Total for Check/Tran - 122479:</b>	876.91
122480 02/06/2020	CHK	10787	HOCH CONSTRUCTION, INC	310 FOUR CRNRS REMODEL - INV #1	247,790.20
122481 02/06/2020	CHK	10117	ITRON, INC.	MAINTENANCE 2/01-4/30/2020 HW&SW	365.17
				MAINTENANCE 2/01-4/30/2020 HW&SW	1,156.52
				<b>Total for Check/Tran - 122481:</b>	1,521.69
122482 02/06/2020	CHK	10726	JACKSON THORNTON & CO., P.C.	PROGRESS BILLING: AUDIT 2019 FOR JAN 202	11,200.00
				PROGRESS BILLING: AUDIT 2019 FOR JAN 202	2,800.00
				<b>Total for Check/Tran - 122482:</b>	14,000.00
122483 02/06/2020	CHK	10281	JEFFCO EFTPS	EMPLOYER'S MEDICARE TAX	3,520.63
				EMPLOYEES' MEDICARE TAX	3,520.63
				EMPLOYER'S FICA TAX	15,053.48
				EMPLOYEES' FICA TAX	15,053.48

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				EMPLOYEES' FEDERAL WITHHOLDING TAX	11,905.16
				EMPLOYEES' FEDERAL WITHHOLDING	12,769.46
				<b>Total for Check/Tran - 122483:</b>	61,822.84
122484 02/06/2020	CHK	10121	JEFFERSON CO UTILITY COORDINATIN	COORDINATING COUNCIL DUES - 2020 1Y	100.00
122485 02/06/2020	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	PAYROLL DEPOSIT FOR 02/07/2020 DIR DEP	148,044.89
				PAYROLL DEPOSIT FOR 02/07/2020 CHECKS	9,320.20
				<b>Total for Check/Tran - 122485:</b>	157,365.09
122486 02/06/2020	CHK	10129	JIFFY LUBE	VEH# 119 - OIL CHANGE	76.87
				VEH# 209 - OIL CHANGE	85.21
				VEH# 125- OIL CHANGE	55.84
				<b>Total for Check/Tran - 122486:</b>	217.92
122487 02/06/2020	CHK	10320	ANNETTE JOHNSON	WWPU MEETING - HR GROUP	71.30
				WWPU MEETING - HR GROUP	17.83
				WELLNESS PROGRAM REIMBURSEMENT FOR 2020	200.00
				WELLNESS PROGRAM REIMBURSEMENT FOR 2020	50.00
				<b>Total for Check/Tran - 122487:</b>	339.13
122488 02/06/2020	CHK	9999	JULIA KILCULLEN	REFUND- SCOPE OF WORK CHANGE WO#19367	200.00
122489 02/06/2020	CHK	10134	LEMAY MOBILE SHREDDING	SHRED 4CRNR JAN-2020	204.50
				SHRED 211 CHIMACUM JAN-2020	40.70
				<b>Total for Check/Tran - 122489:</b>	245.20
122490 02/06/2020	CHK	10136	LES SCHWAB TIRES	WHEEL BALANCING VEH# 123	44.19
				REPLACEMENT CHAINS# 102	113.67
				REPLACEMENT CHAINS# 101	198.06
				FRONT BRAKE REPAIR# 205	559.13
				CHAINS-TRUCK# 102, 103 & 407	317.16
				CHAINS-TRUCK 106	184.21
				CHAINS-TRUCK 101	184.21
				CHAINS-TRUCK 100, 123 & 130	552.63

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				RETURN- LAC QUICK FIR LT 4.5MM	-184.21
				2245CAM LACLEDE SINGLE CAM CHAIN	105.72
<b>Total for Check/Tran - 122490:</b>					2,074.77
122491 02/06/2020	CHK	10142	MASON COUNTY PUD #1	ELECTRIC ELEC - JAN-2020	233.26
				BPA RD-PUMP ELEC - JAN-2020	117.62
				WILLIAMS CT ELEC - JAN-2020	43.02
<b>Total for Check/Tran - 122491:</b>					393.90
122492 02/06/2020	CHK	10760	MAYES TESTING ENGINEERS INC	TESTING ENGINEER-REMODLE DEC-19&JAN-20	6,211.50
122493 02/06/2020	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 4CRNR 2YD CONT 1XWK JAN-2020	202.36
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL JAN-20	831.17
				DISPOSAL 211 CHIMACUM JAN-2020	51.75
				DISPOSAL 21 KENNEDY JAN-2020	72.55
				SHRED 211 CHIMACUM JAN-2020	202.36
<b>Total for Check/Tran - 122493:</b>					1,360.19
122494 02/06/2020	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	MEDICAL PREMIUM LABORERS MAR 2020	14,940.00
122495 02/06/2020	CHK	10166	NWPPA	ENG & OPS CONF & TRADE SHOW 04/07/2020	1,845.00
				JOINT-USE & MAKE-READY SRVYS 2/11/2020	380.00
				CONSTRCTN CONTRACT ADMIN 2/10/2020 REG F	380.00
				COMM TUNE-UP WEBINAR 2/18,3/17,4/21/2020	368.00
				COMM TUNE-UP WEBINAR 2/18,3/17,4/21/2020	92.00
<b>Total for Check/Tran - 122495:</b>					3,065.00
122496 02/06/2020	CHK	10167	OFFICE DEPOT	210 & 310 TRP WIDE- OFFICE SUPPLIES	191.03
				310 TRP WIDE- OFFICE SUPPLIES	202.86
				310 TRP WIDE- OFFICE SUPPLIES	7.07
				310 DBLWDE & 310 TRPWDE- OFFICE SUPPLIES	130.73
				210 & 310 TRP WIDE- OFFICE SUPPLIES	118.22
				210 TRPWDE & 310 DBLWDE- OFFICE SUPPLIES	232.27
				210 TRP WIDE- OFFICE SUPPLIES	51.50
				310 TRP WIDE- OFFICE SUPPLIES	110.46

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				ANNEX- OFFICE SUPPLIES	64.07
				ANNEX- OFFICE SUPPLIES	17.24
				310 TRP WIDE- OFFICE SUPPLIES	68.66
<b>Total for Check/Tran - 122496:</b>					1,194.11
122497 02/06/2020	CHK	10168	OLDCASTLE INFRASTRUCTURE	CONCRETE VAULT LID 504 SINGLE DOOR	4,422.50
				CONCRETE VAULT LID 504 SINGLE DOOR	2,587.02
<b>Total for Check/Tran - 122497:</b>					7,009.52
122498 02/06/2020	CHK	10169	OLYCAP	PWRBST/OLYCAP JAN 2020	2,060.63
122499 02/06/2020	CHK	10170	OLYMPIC EQUIPMENT RENTALS	CHAINSAW- WRENCH & WEDGE	28.29
				CHAINSAW REPAIR	54.49
				SIMPLE GREEN & HILLMAN FASTI	32.54
<b>Total for Check/Tran - 122499:</b>					115.32
122500 02/06/2020	CHK	10610	OVERTON POWER DISTRICT NO 5	METER 2S-CL200&METER 2S-CL320 **USED MTR	2,166.92
				METER 2S-CL200&METER 2S-CL320 **USED MTR	-178.92
<b>Total for Check/Tran - 122500:</b>					1,988.00
122501 02/06/2020	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 1/21-1/31/2020	510.00
				TRANSCRIPTION SVC 1/21-1/31/2020	127.50
<b>Total for Check/Tran - 122501:</b>					637.50
122502 02/06/2020	CHK	10181	PENINSULA PEST CONTROL	PEST SVC QRTLTY-RANGER STATION Q1-2020	59.95
				PEST SVC QRTLTY-LAZY C PUMP HOUSE Q1-2020	59.95
				PEST SVC QRTLTY-WILLIAMS COURT Q1-2020	55.95
				PEST SVC QRTLTY-TRITON COVE Q1-2020	59.95
<b>Total for Check/Tran - 122502:</b>					235.80
122503 02/06/2020	CHK	10188	PLATT ELECTRIC SUPPLY	DRIVER-KLEIN 602-7DD DEMO DRIVER, 7"	21.22
				CRIMPER-MILWAUKEE CRIMPER 2678-22BG M18	2,222.20
				GFI OUTLET RECEPTACLE# 19178	76.87
				GFI OUTLET RECEPTACLE# 19178	486.83
				BUTT CONNECTORS-STREET LIGHTS# 19178	156.96

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				EXPANSION COUPLINGS	546.77
				LUGS HASTINGS SUB# 19190	177.83
				SAWZALL BLADES	39.37
				CONDUIT	87.34
				VOLTAGE METER	441.44
				VOLATGE METER CASE	49.04
				<b>Total for Check/Tran - 122503:</b>	4,305.87
122504	02/06/2020	CHK	10191	POLLARDWATER	3,572.95
122505	02/06/2020	CHK	10193	PORT TOWNSEND LEADER	54.70
				MISC: ANN SALUTE & SPECIAL BOC MTNG 1/20	13.68
				MISC: ANN SALUTE & SPECIAL BOC MTNG 1/20	13.68
				<b>Total for Check/Tran - 122505:</b>	68.38
122506	02/06/2020	CHK	10197	PRINTERY COMMUNICATIONS	244.31
122507	02/06/2020	CHK	10203	PURMS JOINT SELF INSURANCE FUND	40,910.75
122508	02/06/2020	CHK	10210	RICOH USA, INC	215.42
				210 4 CRNRS (0109) IMAGES JAN-2020	339.71
				211 CHIM (0626) IMAGES JAN-2020	44.38
				4CRNRS IT MODLR (7287) IMAGES JAN 2020	243.31
				310 TRPWID 4CRNRS (7683) IMAGES JAN 2020	243.31
				<b>Total for Check/Tran - 122508:</b>	842.82
122509	02/06/2020	CHK	10706	SBA STRUCTURES, LLC	1,518.38
122510	02/06/2020	CHK	10565	JIMMY SCARBOROUGH	200.00
122511	02/06/2020	CHK	10217	SETON CONSTRUCTION INC	712.76
122512	02/06/2020	CHK	10219	SHOLD EXCAVATING INC	21,948.30
122513	02/06/2020	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				TESTING: COLI/ECOLI MONTHLYS JAN-2020	23.00
				<b>Total for Check/Tran - 122513:</b>	207.00
122514 02/06/2020	CHK	10331	ST VINCENT DE PAUL	PWRBST/ST VINCENT DE PAUL JAN 2020	2,060.63
122515 02/06/2020	CHK	10234	STATE AUDITORS	PERIOD 18-18 FOR DEC19 TRVL	250.70
				PERIOD 18-18 FOR DEC19 ACCOUNTABILITY	2,362.36
				PERIOD 18-18 FOR DEC19 TRVL	62.67
				PERIOD 18-18 FOR DEC19 ACCOUNTABILITY	590.59
				<b>Total for Check/Tran - 122515:</b>	3,266.32
122516 02/06/2020	CHK	10803	STUDIOSTL, INC	COLOR REDERINGS - SOLAR SITE 1/24/20	3,910.00
122517 02/06/2020	CHK	10733	DAN TOEPFER	FINANCIAL,BOC,SPCL MTNG 1/20-1/30/2020	45.10
				FINANCIAL,BOC,SPCL MTNG 1/20-1/30/2020	11.27
				<b>Total for Check/Tran - 122517:</b>	56.37
122518 02/06/2020	CHK	10247	TOYOTA LIFT NORTHWEST	REPLACE FAILED O2 SENSOR VEH# 110	1,394.66
122519 02/06/2020	CHK	10251	UGN - JEFFERSON COUNTY	UNITED GOOD NEIGHBORS EE	15.00
122520 02/06/2020	CHK	10328	VERIZON CONNECT NWF INC.	VEH GPS ELEC - DEC 2019	352.07
				VEH GPS WATER - DEC 2019	165.69
				GPS UNITS INSTALLED VEH# 128,131&214	141.71
				GPS UNITS INSTALLED VEH# 128,131&214	70.85
				VEH GPS ELEC - JAN 2020	384.13
				VEH GPS WATER - JAN 2020	180.40
				<b>Total for Check/Tran - 122520:</b>	1,294.85
122521 02/06/2020	CHK	10258	VERIZON WIRELESS, BELLEVUE	CELLPHONE SVC QB12/16-1/15/2020	342.34
				CELLPHONE SVC QB12/16-1/15/2020	169.92
				CELLPHONE SVC QB12/16-1/15/2020	61.56
				CELLPHONE SVC QB12/16-1/15/2020	15.32

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				CELLPHONE SVC QB12/16-1/15/2020	194.08
				CELLPHONE SVC QB12/16-1/15/2020	15.32
				CELLPHONE SVC QB12/16-1/15/2020	14.74
				CELLPHONE SVC QB12/16-1/15/2020	16.99
				CELLPHONE SVC QB12/16-1/15/2020	132.70
				CELLPHONE SVC QB12/16-1/15/2020	15.32
				CELLPHONE SVC QB12/16-1/15/2020	110.06
				CELLPHONE SVC QB12/16-1/15/2020	15.32
				CELLPHONE SVC QB12/16-1/15/2020	51.35
				CELLPHONE SVC QB12/16-1/15/2020	200.72
				CELLPHONE SVC QB12/16-1/15/2020	86.04
				CELLPHONE SVC QB12/16-1/15/2020	339.84
				CELLPHONE SVC QB12/16-1/15/2020	84.96
				CELLPHONE SVC QB12/16-1/15/2020	50.98
				CELLPHONE SVC QB12/16-1/15/2020	5.66
				CELLPHONE SVC QB12/16-1/15/2020	79.18
				CELLPHONE SVC QB12/16-1/15/2020	89.20
				CELLPHONE SVC QB12/16-1/15/2020	26.15
				CELLPHONE SVC QB12/16-1/15/2020	126.63
				CELLPHONE SVC QB12/16-1/15/2020	19.79
				CELLPHONE SVC QB12/16-1/15/2020	22.30
				CELLPHONE SVC QB12/16-1/15/2020	6.54
				CELLPHONE SVC QB12/16-1/15/2020	26.66
				CELLPHONE SVC QB12/16-1/15/2020	151.93
				CELLPHONE SVC QB12/16-1/15/2020	37.99
				CELLPHONE SVC QB12/16-1/15/2020	56.64
				SCADA CRADLEPOINT DEVICE QB12/20-1/19/20	1,009.39
				WIFI IN SRVR ROOM QB12/20-1/19/20	280.09
				WIFI IN SRVR ROOM QB12/20-1/19/20	240.04
				WIFI IN SRVR ROOM QB12/20-1/19/20	80.01
				WIFI IN SRVR ROOM QB12/20-1/19/20	20.00



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				SCADA CRADLEPOINT DEVICE QB12/23-1/22/20	72.23
				<b>Total for Check/Tran - 122521:</b>	4,267.99
122522 02/06/2020	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP ER 2/07/20 PL DEFERRED COMP EE 2/07/20	5,609.67 15,255.42
				<b>Total for Check/Tran - 122522:</b>	20,865.09
122523 02/06/2020	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE	899.15
122524 02/06/2020	CHK	10496	WELLS FARGO VENDOR FIN SERV	COPIER RENTAL 211 CHIMACUM FEB-20	393.50
122525 02/06/2020	CHK	10680	WELLSPRING FAMILY SERVICES	EAP SVC - JAN 2020 EAP SVC - JAN 2020	42.34 10.58
				<b>Total for Check/Tran - 122525:</b>	52.92
122526 02/06/2020	CHK	10271	WESCO RECEIVABLES CORP	MULTI-TAP 4-500&6-500 MCM COPPER C	1,090.87 52.32
				<b>Total for Check/Tran - 122526:</b>	1,143.19
122527 02/06/2020	CHK	10274	WESTBAY AUTO PARTS, INC.	VEH# 101- BLSTR PK MINIATURES VEH# 106 - H8 HALOGEN PIGTAIL 30 MINUTE FLARE VEH# 106- SERPENTINE BELT & IDLER PULLEY	2.40 4.75 93.00 47.57
				<b>Total for Check/Tran - 122527:</b>	147.72
122528 02/06/2020	CHK	10685	ZEE MEDICAL SERVICE	REPLACED BULDING KIT ITEMS- 210 4 CRNRS	30.85

<b>Total Payments for Bank Account - 1 :</b>	(121)	951,537.19
<b>Total Voids for Bank Account - 1 :</b>	(0)	0.00
<b>Total for Bank Account - 1 :</b>	(121)	951,537.19
<b>Grand Total for Payments :</b>	(121)	951,537.19
<b>Grand Total for Voids :</b>	(0)	0.00
<b>Grand Total :</b>	(121)	951,537.19

JEFFERSON COUNTY PUD NO 1

**ISSUED PAYROLL CHECKS**  
**PAY DATE: 02/07/2020**

Empl	Position	Check #	Date #	Amount
2000	WATER DISTRIBUTION MANAGER II	70701	2/7/2020	1,700.47
2001	WATER DISTRIBUTION MANAGER II	70702	2/7/2020	1,687.72
3032	CUSTOMER SERVICE REP	70703	2/7/2020	1,220.74
2003	WATER TREATMENT PLANT OPERATOR III	70704	2/7/2020	2,311.58
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70705	2/7/2020	2,399.69
				<b>9,320.20</b>

JEFFERSON COUNTY PUD NO 1

**DIRECT DEPOSIT PAYROLL**  
**PAY DATE: 02/07/2020**

3039	ACCOUTING TECH 1	2/7/2020	1,342.78
4006	COMMISSIONER DIST 1	2/7/2020	933.18
4004	COMMISSIONER DIST 2	2/7/2020	2,245.37
4008	COMMISSIONER DIST 3	2/7/2020	1,036.94
3034	COMMUNICATIONS MANAGER	2/7/2020	1,969.58
3002	CUSTOMER SERVICE COORDINATOR	2/7/2020	1,184.86
3020	CUSTOMER SERVICE MANAGER	2/7/2020	2,302.54
3014	CUSTOMER SERVICE PROGRAM SPECIALIST	2/7/2020	1,313.53
3022	CUSTOMER SERVICE REP	2/7/2020	1,358.79
3046	CUSTOMER SERVICE REP	2/7/2020	1,063.48
3048	CUSTOMER SERVICE REP	2/7/2020	1,119.75
1044	ELECTRICAL PRE-APPRENTICE	2/7/2020	4,510.33
1045	ELECTRICAL PRE-APPRENTICE	2/7/2020	2,805.66
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	2/7/2020	2,226.97
3033	FINANCIAL SERVICES MANAGER	2/7/2020	2472.26
1046	FLEET/WAREHOUSE HELPER	2/7/2020	3,023.95
1008	FOREMAN LINEMAN	2/7/2020	5,752.47
1012	FOREMAN LINEMAN	2/7/2020	8,250.35
1011	GENERAL MANAGER	2/7/2020	4,271.96
1042	GIS SPECIALIST	2/7/2020	2,184.44
1017	HEAD STOREKEEPER	2/7/2020	2,390.92
3047	HUMAN RESOURCES MANAGER	2/7/2020	2,347.76
3008	INFORMATION TECHNOLOGY MANAGER	2/7/2020	3,116.44
3028	IT SUPPORT TECHNICIAN	2/7/2020	1,706.44
1000	LINEMAN	2/7/2020	5,065.05
1016	LINEMAN	2/7/2020	4,923.12
1020	LINEMAN	2/7/2020	5,564.53
1028	LINEMAN	2/7/2020	5,143.52
1034	LINEMAN	2/7/2020	10,373.90
1041	LINEMAN	2/7/2020	9,849.51
1018	METER READER	2/7/2020	1,267.64
1043	METER READER	2/7/2020	2,198.27
1026	OPERATIONS ASSISTANT	2/7/2020	1,863.49
3004	RESOURCE MANAGER	2/7/2020	2,359.63
1003	SCADA TECH/APPRENTICE	2/7/2020	3,363.08
1015	SCADA TECH/APPRENTICE	2/7/2020	2,543.00
1027	SENIOR ENGINEER	2/7/2020	2,816.97
1037	SPECIAL PROJECTS COORDINATOR	2/7/2020	1,996.97
1031	STAKING ENGINEER	2/7/2020	1,953.25
1039	STAKING ENGINEER	2/7/2020	1,981.16
1014	STOREKEEPER	2/7/2020	4,415.93
1033	SUBSTATION TECH	2/7/2020	5,048.52
3013	UTILITY ACCOUNTANT II	2/7/2020	1,717.01
3029	UTILITY ACCOUNTANT II	2/7/2020	1,914.29
3003	UTILITY BILLING CLERK	2/7/2020	1,407.33
3027	UTILITY BILLING CLERK	2/7/2020	1,392.54
3000	UTILITY BILLING COORDINATOR	2/7/2020	1,569.83
2005	WATER DISTRIBUTION MANAGER I	2/7/2020	1,310.51
2002	WATER DISTRIBUTION MANAGER II	2/7/2020	1,966.88
2007	WATER SUPERINTENDENT	2/7/2020	3,108.21
			<b>148,044.89</b>

**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 **\$1,123,230.90** on this **18TH** day of **FEBRUARY 2020** ;

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

TITAN	<b>Inv#</b> 1333	<b>dated</b> 2/4/2020			\$ 127,942.73
HOCH CONSTRUCTION, INC	<b>Inv#</b> APP# TWO (2)	<b>dated</b> 2/10/2020			\$ 165,355.29

**PAYMENTS TO BE APPROVED:**

	WARRANTS		AMOUNT	DATE
Accounts Payable:	# 122408 to # 122410		\$ 18,129.39	1/30/2020
Accounts Payable:	# 122410 to # 122450		\$ 231,751.41	1/31/2020
Accounts Payable:	# 122451 to # 122528		\$ 701,656.39	2/6/2020
Payroll Checks:	# 70701 to # 70705		\$ 9,320.20	2/7/2020
Payroll Direct Deposit:			\$ 148,044.89	2/7/2020
<b>TOTAL INVOICES PAID</b>			<b>\$1,108,902.28</b>	

	WIRE TRANSFERS PAID		AMOUNT	DATE
	Peterson Lake		\$ 14,328.62	2/2/2020

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<b>PAYMENT TOTAL</b>	<b>\$1,123,230.90</b>
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**VOIDED WARRANTS**



## AGENDA REPORT

**DATE:** February 18, 2020

**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 17 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD \$1,504.62 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 17 inactive accounts owing \$1,504.62 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 February 18, 2020 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	1	\$17.67
\$20 - \$100	12	\$627.10
\$101 - \$200	1	\$149.50
\$201 - \$500	3	\$710.35
\$501 - \$1,000	0	\$ -
Over \$1,000	0	\$ -
<b>TOTAL</b>	<b>17</b>	<b>\$1,504.62</b>

Approval, Board of Commissioners

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Jeff Randall  
 Secretary



## **AGENDA REPORT**

**DATE:** February 18,2020

**TO:** Board of Commissioners

**THRU:** Kevin Streett, PUD General Manager

**FROM:** Jimmy Scarborough, Electrical Engineering Supervisor

**RE:** Purchase of Six (6) 833 kVA Voltage Regulators

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**SUMMARY:** Per the current four-year work plan, there are six voltage regulators to be replaced in 2020. These voltage regulators are to replace aging equipment at Hastings Substation and for the expansion project at Port Ludlow Substation. On January 15, 2020 the PUD received bids for six voltage regulators from four vendors, however one was disqualified for non-compliance with bid requirements.

**FISCAL IMPACT:** It was estimated for each regulator to be in the range of \$35,000 to \$45,000. After bids were received the low bid came in at \$30,002 each for a total of \$180,012 from General Pacific Inc. for Howard Industries. The regulators will be placed into inventory and will be charged out once the work has been completed. The three (3) voltage regulators for Hastings substation were budgeted for 2020 under item number 203 and the three (3) for Port Ludlow Substation were budgeted under item number 401-1 in the electrical capital works plan.

**RECOMMENDATION:** Staff is recommending the Board of Commissioners (BOC) to approve the purchase of six (6) 833 kVA voltage regulators from General Pacific for a total of \$180,012.

**ATTACHMENTS:** The following attachments are indraft form.

- 1) Bid Tabulation – Preliminary Results





**Bid Tabulation-Preliminary Results**  
**833/933 kVA Voltage Regulator**  
**Bid Document No. 2019-003**

January 15<sup>th</sup>, 2020 - 3:00pm Bid Opening  
 Jefferson County PUD- Four Corners Meeting Room

Opened By: Kevin Streett    Recorded By: Lori Rae

Company Name, City & State	Contact Name	Total for Bid Comparison	Lead Time	Bid Bond	Addendum Acknowledged
Anixter Portland, OR		Not compliant due to irregularity			
Wesco Portland, OR	Vladimir Osokin	Siemens \$232,320.00 \$38,720/each	18-20 weeks	Yes	Yes
General Pacific Fairview, OR	Shelby Hansen	Howard \$180,012.00 \$30,002/each	22-24 weeks	Yes	Yes
General Pacific Fairview, OR	Shelby Hansen	Siemens \$230,772.00 \$38,462/each	26-28 weeks	Yes	Yes

*Bid has not yet been awarded and is currently under review*

February 18, 2020

PUD CALENDAR

February 18, 2020, BOC Regular meeting, Transit, 5:00 PM

February 25, 2020, Special Meeting, Broadband Review PT Fire Hall, 1:30-3:30 PM

February 28, 2020, Special Meeting, Procurement Manual review, Chimacum Fire Hall  
10:00-12:00.

March 3, 2020, *possible* Special Meeting 3:00 PM, 210 Four Corners, Financial Policy

March 3, 2020, BOC Regular meeting, Transit 5:00 PM

March 7, 2020 10:00-4:00, JCHBA Home Show, Blue Heron Commons

March 9, 2020, CAB meeting, Chimacum Fire Hall 2:00-4:00

March 12, 2020, Special Meeting, Chimacum Fire Hall 10-12 Meeting title TBD

March 17, 2020, BOC Regular Meeting, Transit, 5:00 PM



## **AGENDA REPORT**

**DATE:** February 18,2020  
**TO:** **Board of Commissioners**  
**THRU:** Kevin Streett, PUD General Manager  
**FROM:** Jimmy Scarborough, Electrical Engineering Supervisor  
**RE:** Construction Rates for Electric

---

**SUMMARY:** Electric construction rates were last revised in 2016 per Resolution 2016-20. PUD staff have revised these rates to reflect the increase in material and labor costs since 2016. A draft resolution for 2020 is attached to this agenda report.

**BACKGROUND:** For new or upgraded electric services, customers visit with PUD staff to go over their requirements. Staff then discusses options to meet the customers' needs and then provides a quote for construction. Once the customer has accepted and paid the quoted amount, the PUD staff begins the design and construction process.

Funds that are received from the quotes are applied to "Aid to Construction" and are intended to pay for a portion of the construction costs.

**ANALYSIS/FINDINGS:** Since the last construction rate revision, labor and material costs have increased. Most notably is pad mounted transformers. In 2016 the cost for a transformer was approximately \$865 and in 2019 those cost increased to approximately \$1,470.

Based on increased labor and material costs staff has revised or created construction rates for new services. Those rates are incorporated to the attached Exhibits B.

**FISCAL IMPACT:** Staff has set construction rates to be charged to customers. It is intended that funds received will be applied to "Aid to Construction" for these projects.

**RECOMMENDATION:** Staff is recommending the Board of Commissioners (BOC) review the attached Exhibits B, and provide any comments or concerns regarding these new rates. It is Staff's intention to have this Resolution and Exhibits B to be adopted at the regular BOC meeting on March 3, 2020. The new rates would then be effective April 1, 2020.

**ATTACHMENTS:** The following attachments are indraft form.

- 1) Resolution 2020-\_\_ Construction Rates for Electric
- 2) “Exhibit B” Schedule of Charges for Electric Services
  - a. Line-in/line-out version
  - b. Final draft version

**PUBLIC UTILITY DISTRICT NO. 1  
OF  
JEFFERSON COUNTY**

**RESOLUTION NO. 2020-\_\_**

A RESOLUTION of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington (“the PUD”), revising and superseding Exhibits B and C of Resolution 2016-20 and adopting various construction rates for electric services.

WHEREAS, the PUD staff has reviewed PUD Resolution 2016-020 and its Exhibits: Schedule of Deposits and Charges (“Exhibit B”) and Electrical Line Extension Unit Prices (“Exhibit C”); and

WHEREAS, the PUD staff has revised construction rates for new services to reflect an increase in labor and material; and

WHEREAS, the names of each Exhibit have been revised or created to reflect and segregate cost between each of the PUD utilities of electric, water and sewer.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington as follows:

The PUD adopts the revised rates in the exhibit titled “Public Utility District No. 1 of Jefferson County Schedule of Charges for Electric Services (“Exhibit B”)”, attached hereto and incorporated by reference, effective 1 April 2020. Exhibits A and D in Resolution 2016-020 remain unchanged by this action of the Board of Commissioners. Exhibit C in Resolution 2016-020 will be vacated by this action of the Board of Commissioners.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open meeting held this \_\_<sup>th</sup> day of March 2020.

\_\_\_\_\_  
Dan Toepper, President

\_\_\_\_\_  
Kenneth Collins, Vice President

ATTEST:

\_\_\_\_\_  
Jeffrey Randall, Secretary

“EXHIBIT B”

**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY**

**SCHEDULE OF ~~DEPOSITS AND CHARGES~~ FOR  
ELECTRIC SERVICES**

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DRAFT

**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY  
~~JANUARY 1, 2017~~ FEBRUARY 18, 2020**

**DEPOSITS**

~~**General:** The PUD uses a national agency, ONLINE Utility Exchange, to determine the amount of risk a customer provides for the utility in paying their bills in a timely manner. This agency rates a customer a Green, Yellow, or Red as far as their risk to the utility. This rating will determine the deposit amount. The customer deposit cannot be used for paying a delinquent bill.~~

**Electric**

~~Residential: For a green rate, no deposit will be required. For a yellow rating a \$100 dollars deposit will be required. For a red determination, a \$200 dollar deposit will be required.~~

~~Non Residential: Two twelfths of estimated billings or as determined by the District.~~

**Water/Sewer**

~~Residential: None.~~

~~Non Residential: None~~

~~Deposits will be automatically credited back to the account after one year of perfect payment history.~~

**CHARGES**

**~~New service application:~~**

~~Any combination of electrical, water or sewer only: \$20.00~~

~~**Net Metering application:** A non-refundable application fee must accompany this Application and Agreement:~~

~~1) Generating Facilities of 0 kW to 25 kW \$100.00~~

~~2) Generating Facilities of greater than 25 kW \$500.00~~

~~3) Other fees will apply for actual meter installation~~

~~**Connect/Reconnect/Read-out Charges**—applicable to standard new or existing services. (Read-outs charged to incoming, not out-going)  
(Disconnect charges will be applied at time of reconnect and will be the responsibility of the requesting party).~~

**Electric**

- 1) Meter including multiple (water and sewer) meters for same acct. ----- \$60
- 2) Disconnect or reconnect at transformer (construction) ----- \$150

**Water** ----- Independent of electric ----- \$60

**Sewer** ----- Inspect customer connection ----- \$150

**After Hours and/or Nonpayment** (in addition to other application charges) ----- \$250  
Requests received between 1:00 pm and 9:00 am of next business day will be charged the additional \$250 if customer cannot wait for turn on the normal business day

**Reread Meter** (customer request due to high consumption)  
No Charge if reading is incorrect

**Access Appointment to Read Meter** ----- \$30

**New Electric Service Charges** (includes connect and engineering charges)

**Electric Overhead S(self-contained meter only)**

- 1) Single Phase – ~~From Existing Overhead~~ transformer:-  
\$1,000 ~~350~~  
(~~Inc. OH Triplex svc~~ includes overhead conductor to customer bldg building.  
up to 120' feet  
from existing  
transformer)
- 2) Single Phase – Install new or upgraded overhead transformer: -----  
\$1,685 ~~2,100~~  
(includes overhead conductor to customer building. up to 120 feet  
from transformer ~~Inc. OH Triplex svc to cust bldg. up to 120' from existing  
transformer~~)
- 3) ~~Each additional lift/secondary pole (may require engr. Est):~~ ----- \$1,500
- 4) ~~Overhead service with road crossing includes new lift pole~~ ----- \$1,600
- 5) ~~Underground service up to 350' with new Overhead transformer~~  
~~On existing pole includes secondary riser~~ ----- \$1,800

~~6) 3) All three-phase work: Requires engineer's estimate.~~

**Electric Padmount Underground S(self-contained meter only)**

- ~~7) Single Phase – underground service up to 350’ from existing~~  
~~1) Pad mount transformer From existing pad mounted transformer: \_\_\_\_\_~~  
 \_\_\_\_\_ \$7501,100  
 (for services up to 300 feet from transformer, includes service conductor)
- ~~8) Single Phase – Underground service up to 350’ increasing the~~  
~~2) transformer size, upgrade and increasing transformer size: \_\_\_\_\_~~  
 \_\_\_\_\_ \$1,4352,380  
 (for services up to 300 feet from transformer, includes service conductor and upgrading transformer)
- 3) Single Phase – Underground with new pad mounted transformer: \_\_\_\_\_ \$2,820  
 (for services up to 300 feet from transformer, includes service conductor, new pad mounted transformer and primary conductor terminations)
- 4) Single Phase - From pole with existing transformer: \_\_\_\_\_ \$1,400  
 (includes up to 300 feet of service conductor and secondary riser)
- 5) Single Phase – From pole with new overhead transformer: \_\_\_\_\_ \$2,300  
 (includes up to 300 feet of service conductor, transformer and secondary riser)

- ~~9)6) All Three phase power services will require an engineer’s estimate.~~
- ~~10)7) All commercial services and multifamily services are charged based on will require an Engineer’s estimate.~~

**Electric – Others**

- ~~13)1) Additional meter(s) at a multiple service installation involving a single service run.~~  
 a) Each additional meter installed at time of original connection: \$250  
 b) ~~Add charge for e~~Each additional meter installed at a later time than original connection: \$350  
 original connection
- ~~14)2) Current Transformer (CT) Meter Connection (in addition to one of the above other charges, may require engineer’s estimate)~~  
 a) Up to and including 800 AMP \_\_\_\_\_ \$  
 Engineer Single-Phase: \_\_\_\_\_  
 \_\_\_\_\_ \$1,500

b) ~~Greater than 800 AMP~~ \_\_\_\_\_ \$  
~~Engineer Three-Phase:~~ \_\_\_\_\_  
~~\$2,500~~

~~15)3)~~ Net Meter Installation

a) Standard: \_\_\_\_\_ ~~Meter or AMR Meter~~  
\$350  
b) CT Meter ~~/AMR-CT Meter:~~ \_\_\_\_\_  
\$595

~~16)4)~~ Production Meter Installation ~~Fees~~

a) Standard Meter: \_\_\_\_\_ \$165  
b) ~~Advanced Programmable~~ Meter: \_\_\_\_\_  
\$595  
c) ~~Additional Standard Meter~~ \_\_\_\_\_ \$165  
d) ~~Additional advance Meter~~ \_\_\_\_\_ \$595

~~1)~~ Temporary Service ~~in addition to above new service charge~~ \_\_\_\_\_ \$200

~~5)~~  
~~Customer supplies wire for underground temporary service —~~  
a. ~~Construction:~~ \_\_\_\_\_ \$240  
~~(Customer supplies service conductor. This charge is in~~  
~~conjunction with other new service charges.)~~  
b. ~~Community Sponsored Festival will require engineer's estimate.~~

~~6)~~ Temporary Service ~~Community Sponsored Festival Only~~ \$  
~~Engineer Primary Meter~~

~~17)a.~~ Primary metering will require an engineer's estimate.

~~Water — Residential ¾ inch meter.~~

~~1) Hookup Charge — full meter regardless side of road~~ \_\_\_\_\_ \$1550  
~~2) Meter Drop~~ \_\_\_\_\_ \$255  
~~3) System Development Charges (per ERU): Meter connection not included~~  
a) Standard \_\_\_\_\_ \$2000  
b) Marrowstone (LUD#14) \_\_\_\_\_ \$7300  
c) Shine (LUD#11) \_\_\_\_\_ \$7000  
d) Snow Creek \_\_\_\_\_ \$2900  
e) South Hastings Loop (LUD#3) \_\_\_\_\_ \$2800  
~~4) Late-comer charges — per agreement with developer~~

~~Sewer System Charges~~

~~1) Hookup Charge~~ \_\_\_\_\_ \$150  
~~2) System Charges. Each system charge has been developed separately and will~~  
~~have to be calculated at the PUD at time of connection.~~

~~3) PUD inspection of septic system (minimum) \$350~~

**Miscellaneous: Service Charges** ~~Alphabetical Order~~

**Access Appointment (e.g. Maintenance & Repair)**

~~1) Electric \$175  
2) Water \$60  
3) Sewer \$60~~

~~Assessment Segregation actual cost \$ 50 (min)~~

**Customer Service Conversation**

~~1) Convert overhead service to underground service: \$8500  
2) Change meter base to larger meter base size \$500  
3) Upgrade overhead service wire-conductor to larger size: \$5800~~

**Easements and Other Recorded Documents**

~~1) Easements/ Bill of Sale Document Preparation \$200  
2) Replacement Easements / Quit Claim Deeds \$200  
Total by customer~~

**Engineering Charge for Developer Proposals** Actual cost over \$1,000  
~~Engineering Rate (per hour): \$55~~

~~Field Door Hanger \$15~~

~~Fire Hydrant Use Temporary Service Flat monthly fee \$75  
Consumption Commercial rate  
Deposit \$500~~

**Increased electrical loads** – Add service conversion charge when a transformer upgrade is required to maintain adequate capacity for a service upgrade. Add connect charge for new services.

~~1) Single-phase overhead: \$7551,150  
2) Two overhead \$1,005  
2) Three-phase overhead: \$1,853,300  
3) Single-phase pad mount: \$1,550~~

4) Three-phase pad mount

Engineer Estimate

**Lock Box – Installed (one size only)**

\$315

**Right-of-Way (ROW) Permits**

The PUD will obtain utility ROW permits for Jefferson County and Washington State Department of Transportation. The customer will be responsible for actual cost of the permit and any related inspection fees.

**Meter Tampering**

- ~~1) Cut or missing seal (electric or water) (first time) \$125~~
- ~~2) Unauthorized connect or reconnect of meter (elec/h20) \$500~~
- ~~3) Power diversion investigation actual cost & requires a W.O. \$285 (min)~~
- ~~4) Water diversion investigation actual cost & requires a W.O. \$265 (min)~~

**Meter Testing**

- ~~1) Electrical meter \$165~~
- ~~2) Water meter \$85~~

**Non-Sufficient Funds / EFT Returns**

~~\$30~~

**SMA Hourly Rate**

~~\$70~~

**Trip Charge (Customer not prepared for scheduled work)**

- ~~1) Electrical Serviceman \$250~~
- ~~2) Line Crew \$450~~
- ~~3) Water Serviceman \$70~~

**Water**

- ~~1) Seasonal Off/on of water service \$15~~
- ~~2) Annual Backflow test if done by PUD \$150~~

**Yard Lights**

- ~~1) Install light only; along with new service: \$450~~
- ~~2) Install light only, established account \$450~~
- ~~3) Install wood pole and light: \$1,475~~

DRAFT



**Electrical Line Extension Unit Prices**

**Underground Primary Cable**

Single-Phase (per ft) —	
6.67	\$8.00
V-Phase —	12.42
Three-Phase (per ft) —	
18.05	\$22.00

**Pads and Vaults for Transformers**

Single-Phase Fiberglass Pad	\$1,100
Three-Phase Vault and Lid	
(75-300 kVA)	\$4,150
(500-2500 kVA)	\$7,390

**Three-Phase Pad Mounted Transformers**

75-300 kVA	\$9,000
500 kVA	\$12,700
>750 kVA*	\$18,600

\*May require engineer's quote.

**Concrete Vaults and Lids**

Old Castle 444-LA	\$2,210
Old Castle 644-LA	\$3,770
Old Castle 575-LA	\$4,203

**PADMOUNTS FOR TRANSFORMERS**

Single-Phase (SLAB & SCOOP) —	931.50
Three-Phase 75 — 300 (w/VAULT) —	3461.50
Three-Phase 500 — 500 (w/VAULT) —	6158.25

**JUNCTION BOX Primary Junction Box**

Single-Phase (4-way)	
1230.50	\$1,470
Single-Phase Three-Phase (45-way)	
2455.25	\$3,615
V-Phase —	1891.75
	3013

Three-Phase

**Switch Cabinets**

Single-Phase	Engineer Estimate
Three-Phase	Engineer Estimate

**Secondary Vaults and Pedestal**

Handhole or Pedestal	\$275
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**SWITCH & FUSE CABINET**

Fuse Pad (SLAB & SCOOP) —	1972.25
Single-Phase Fuse (Cabinet & Vault) —	
	12351.00
Three-Phase Fuse (Cabinet & Vault) —	
	18,486.25
Three-Phase Switch (Cabinet & Vault) —	
	42,440.75

**ELBOW Primary Cable Accessories**

Load Break Elbow (200A) —	
184.00	\$220
Surge Arrester Elbow	\$220
Rotatable Feed-Thru Bushing	
327.75	\$395
Cable Splice	\$350
Outdoor Termination	\$325
Elbow with 4-Way C/O	235.75
Elbow with 5-Way C/O	1253.00
SPLICE	276.00

**Cable Risers RISER**

Single-Phase Primary-	
943.00	\$1,150
V-Phase —	1650.25
Three-Phase Primary-	
2386.25	\$2,900
Secondary	\$200

**SECONDARY PED & VAULT**

Pedestal (for 1-phase Trans.) —	212.75
Retirement of service	150.00
3-phase metering ct	2500.00
1-phase metering ct	1500.00
Primary metering	eng. est.

**Overhead Primary Pole**

Single-Phase

~~3015.00~~ \$3,315

V-Phase

~~3360.00~~ \$3,690

Three-Phase

~~3945.00~~ \$4,340

Inset Single-Phase

~~3000.00~~ \$3,300

Inset V-Phase

~~3232.50~~ \$3,550

Inset Three-Phase

~~3487.50~~ \$3,835

~~ADD A PHASE TO ONE SPAN~~

~~Single-Phase to V-Phase~~ 1087.50

~~Convert Single-Phase to Three-Phase~~

~~1440.00~~ \$1,580

**Overhead Tap**

Single-Phase

~~960.00~~ \$1,050

~~V-Phase~~ 1672.50

Three-Phase

~~2565.00~~ \$2,820

**Miscellaneous Overhead**

~~Secondary/Guy Pole~~ \$1,800

~~Guy and Anchor~~ \$630

~~Span Guy~~ \$250

~~SEC/SVC POLE~~ 1642.50

~~SEC/SVC POLE~~ 2055.00

~~WITH GUY & ANCHOR~~

~~GUY & ANCHOR~~ 532.50

~~GUY POLE & SPAN GUY~~ 2370.00

~~Retirement of service~~ 150.00

**“EXHIBIT B”**

**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY**

**SCHEDULE OF CHARGES FOR ELECTRIC SERVICES**

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**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY  
FEBRUARY 18, 2020**

**CHARGES**

**New Electric Service Charges** (includes connect and engineering charges)

**Overhead (self-contained meter only)**

- |  |         |
|--|---------|
| 1) Single Phase – From existing overhead transformer:<br>(includes overhead conductor to customer building. up to 120 feet from existing transformer)  | \$1,350 |
| 2) Single Phase – Install new or upgraded overhead transformer:<br>(includes overhead conductor to customer building. up to 120 feet from transformer) | \$2,100 |
| 3) All three-phase work: Requires engineer’s estimate.   |         |

**Underground (self-contained meter only)**

- |   |         |
|---|---------|
| 1) Single Phase – From existing pad mounted transformer:<br>(for services up to 300 feet from transformer, includes service conductor)  | \$1,100 |
| 2) Single Phase – Underground and increasing transformer size:<br>(for services up to 300 feet from transformer, includes service conductor and upgrading transformer)  | \$2,380 |
| 3) Single Phase – Underground with new pad mounted transformer:<br>(for services up to 300 feet from transformer, includes service conductor, new pad mounted transformer and primary conductor terminations) | \$2,820 |
| 4) Single Phase - From pole with existing transformer:<br>(includes up to 300 feet of service conductor and secondary riser)  | \$1,400 |
| 5) Single Phase – From pole with new overhead transformer:<br>(includes up to 300 feet of service conductor, transformer and secondary riser)   | \$2,300 |
| 6) All three phase services will require an engineer’s estimate.  |         |
| 7) All commercial and multifamily services will require an engineer’s estimate.   |         |

**Electric – Other**

- 1) Additional meter(s) at a multiple service installation involving a single service run.
  - a) Each additional meter installed at time of original connection: \$250
  - b) Each additional meter installed later than original connection: \$350
  
- 2) Current Transformer (CT) Meter Connection (in addition to other charges, may require engineer’s estimate)
  - a) Single-Phase: \$1,500
  - b) Three-Phase: \$2,500
  
- 3) Net Meter Installation
  - a) Standard: \$350
  - b) CT Meter: \$595
  
- 4) Production Meter Installation
  - a) Standard Meter: \$165
  - b) Programmable Meter: \$595
  
- 5) Temporary Service
  - a. Construction: \$240  
(Customer supplies service conductor. This charge is in conjunction with other new service charges.)
  - b. Community Sponsored Festival will require engineer’s estimate.
  
- 6) Primary Meter
  - a. Primary metering will require an engineer’s estimate.

**Miscellaneous Service Charges**

**Customer Service Conversion**

- 1) Convert overhead service to underground service: \$800
- 2) Upgrade overhead service conductor to larger size: \$800

**Easements and Other Recorded Documents**

- 1) Document Preparation \$200

**Engineering Charge for Developer Proposals**

Engineering Rate (per hour): Actual cost over \$1,000 \$55

**Increased electrical loads** – Add service conversion charge when a transformer upgrade is required to maintain adequate capacity for a service upgrade. Add connect charge for new services.

- |                            |                   |
|----------------------------|-------------------|
| 1) Single-phase overhead:  | \$1,150           |
| 2) Three-phase overhead:   | \$3,300           |
| 3) Single-phase pad mount: | \$1,550           |
| 4) Three-phase pad mount   | Engineer Estimate |

**Lock Box** – Installed (one size only) \$315

**Right-of-Way (ROW) Permits**

The PUD will obtain utility ROW permits for Jefferson County and Washington State Department of Transportation. The customer will be responsible for actual cost of the permit and any related inspection fees.

**Yard Lights**

- |                                 |         |
|---------------------------------|---------|
| 1) Install light only:          | \$540   |
| 2) Install wood pole and light: | \$2,340 |

**Electrical Line Extension Unit Prices**

**Underground Primary Cable**

Single-Phase (per ft)	\$8.00
Three-Phase (per ft)	\$22.00

**Pads and Vaults for Transformers**

Single-Phase Fiberglass Pad	\$1,100
Three-Phase Vault and Lid (75-300 kVA)	\$4,150
(500-2500 kVA)	\$7,390

**Three-Phase Pad Mounted Transformers**

75-300 kVA	\$9,000
500 kVA	\$12,700
>750 kVA*	\$18,600

\*May require engineer's quote.

**Concrete Vaults and Lids**

Old Castle 444-LA	\$2,210
Old Castle 644-LA	\$3,770
Old Castle 575-LA	\$4,203

**Primary Junction Box**

Single-Phase (4-way)	\$1,470
Three-Phase (4-way)	\$3,615

**Switch Cabinets**

Single-Phase	Engineer Estimate
Three-Phase	Engineer Estimate

**Secondary Vaults and Pedestal**

Handhole or Pedestal	\$275
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**Primary Cable Accessories**

Load Break Elbow (200A)	\$220
Surge Arrester Elbow	\$220
Feed-Thru Bushing	\$395
Cable Splice	\$350
Outdoor Termination	\$325

**Cable Risers**

Single-Phase Primary	\$1,150
Three-Phase Primary	\$2,900
Secondary	\$200

**Overhead Primary Pole**

Single-Phase	\$3,315
V-Phase	\$3,690
Three-Phase	\$4,340
Inset Single-Phase	\$3,300
Inset V-Phase	\$3,550
Inset Three-Phase	\$3,835
Convert Single-Phase to Three-Phase	\$1,580

**Overhead Tap**

Single-Phase	\$1,050
Three-Phase	\$2,820

**Miscellaneous Overhead**

Secondary/Guy Pole	\$1,800
Guy and Anchor	\$630
Span Guy	\$250





## AGENDA REPORT

**DATE:** February 18, 2020  
**TO:** Board of Commissioners  
**FROM:** Samantha Harper, P.E., Water Superintendent  
**RE:** Schedule of Charges for Water and Sewer Services

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**SUMMARY:** Staff is requesting that the Board of Commissioners (BOC) adopt the proposed Resolution for a schedule of charges for water and sewer services providing a stand-alone fee schedule for water and sewer; consolidates water and sewer charges into a single exhibit and increases charges for various services.

**BACKGROUND:** On December 13, 2016, Resolution 2016-020 adopted an updated schedule of charges, specifically Public Utility District No. 1 of Jefferson County Electric Service Regulations (Exhibit "A"), Public Utility District No. 1 of Jefferson County Schedule of Deposit and Charges (Exhibit "B"), Public Utility District No. 1 of Jefferson County Electrical Line Extension Unit Price (Exhibit "C") and Public Utility District No. 1 of Jefferson County Schedule of Electric Services (Exhibit "D"). The proposed resolution addresses the construction charges for the water and sewer utility, removes those charges from Resolution 2016-020, Exhibit B, and places them in the proposed Resolution before the Board of Commissioners as new Exhibit A.

This will provide a stand-alone Resolution and exhibit for water and sewer charges.

**ANALYSIS/FINDINGS:** The existing residential (3/4-inch) water meter installation fee is \$1,550. This fee includes permitting, materials and installation. Through this proposed resolution, the residential meter installation cost increased would be \$650 (water main adjacent to property) and \$1,350 (water main across the "street" from the property). The cost of any permitting and asphalt patching will be in addition to the increase in costs stated above. The charge for a water meter drop-in will remain unchanged.

**FISCAL IMPACT:** The purposed increase in the water and sewer charges would allow new construction to pay for itself.

**RECOMMENDATION:** Staff is recommending that the Board of Commissioners (BOC) to adopt the.

Attachments:

1. Resolution 2020-\_\_\_
2. Resolution 2020-\_\_\_, Exhibit A Public Utility District No. 1 of Jefferson County Schedule of Charges for Water and Sewer Services Line in line out version
3. Resolution 2020-\_\_\_, Exhibit A Public Utility District No. 1 of Jefferson County Schedule of Charges for Water and Sewer Services Clean version



**“EXHIBITA”**

**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY**

**SCHEDULE OF CHARGES FOR WATER AND SEWER  
SERVICES**



**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY  
FEBRUARY 18, 2020**

**CHARGES**

**New Service Charges**

**Water – Residential ¾ inch meter.**

- |   |         |
|---|---------|
| 1) Water meter installation – water main adjacent to the property                           | \$2,200 |
| 2) Water meter installation – water main opposite side of property (i.e. across the street) | \$2,700 |
| 3) Water Meter Drop-in  | \$255   |
| 4) Asphalt patching   | \$1,100 |
| 5) Permit fees – Jefferson County Class A<br>Jefferson County Public Works fee schedule     | per     |
| 6) Permit fees – Jefferson County Class B<br>Jefferson County Public Works fee schedule     | per     |
| 7) Permit fees – WSDOT base fee and inspection fee<br>WSDOT fee schedule                    | per     |
| 8) System Development Charges (per ERU): Meter connection not included                      |         |
| a) Bywater Pope   | \$600   |
| b) Bywater/Shine  | \$7,000 |
| c) Marrowstone (LUD No. 14) <sup>1</sup>  | \$7,400 |
| d) Snow Creek   | \$2,900 |
| e) South Hastings (LUD No. 3) <sup>2</sup>  | \$2,800 |
| f) Standard   | \$2,000 |
| g) Triton Cove (LUD No. 6) <sup>3</sup>   | \$2,000 |

**Water – Residential (1-inch meter)**

<sup>1</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

<sup>2</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>3</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

Resolution 2020-\_\_\_\_

Exhibit A Schedule of Charges for Water and Sewer Services



1) Water meter installation -water main adjacent to property	\$2,310
2) Water meter installation – water main opposite side of property (i.e. across the street)	\$3,010
3) Water meter drop-in	\$255
4) Asphalt patching	\$1,100
5) Permit fees – Jefferson County Class A	per Jefferson County Public Works fee schedule
6) Permit fees – Jefferson County Class B	per Jefferson County Public Works fee schedule
7) Permit fees – WSDOT base fee and inspection fee	per WSDOT fee schedule
8) System Development Charger per ERUs	
a. Bywater Pope	\$600*
b. Bywater/Shine	\$7,000*
c. Marrowstone (LUD No. 4) <sup>4</sup>	
d. Snow Creek	\$7,400*
e. South Hastings (LUD No. 3) <sup>5</sup>	\$2,900*
f. Standard	\$2,800*
g. Triton Cove (LUD No. 6) <sup>6</sup>	\$2,000*
	\$2,000*

\*The system development charge listed is multiplied by the Equivalent Residential Unit (ERU) for proposed use.

Water – (1.5-inch meter)

1) Water meter installation -water main adjacent to property	\$3,200
2) Water meter installation – water main opposite side of property (i.e. across the street)	\$3,900
3) Water meter drop-in	\$480
4) Asphalt patching	\$1,100
5) Permit fees – Jefferson County Class A	per Jefferson County Public Works fee schedule

<sup>4</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

<sup>5</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>6</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

6) Permit fees – Jefferson County Class B	per Jefferson County Public Works fee schedule
7) Permit fees – WSDOT base fee and inspection fee	per WSDOT fee schedule
8) System Development Charger per ERUs	
a. Bywater Pope	\$600*
b. Bywater/Shine	\$7,000*
c. Marrowstone (LUD No. 4) <sup>7</sup>	\$7,400*
d. Snow Creek	\$2,900*
e. South Hastings (LUD No. 3) <sup>8</sup>	\$2,800*
f. Standard	\$2,000*
g. Triton Cove (LUD No. 6) <sup>9</sup>	\$2,000*

\*The system development charge listed is multiplied by the Equivalent Residential Unit (ERU) for proposed use.

Water – (2-inch meter)

1) Water meter installation -water main adjacent to property	\$3,525
2) Water meter installation – water main opposite side of property (i.e. across the street)	\$4,225
3) Water meter drop-in	\$675
4) Asphalt patching	\$1,100
5) Permit fees – Jefferson County Class A	per Jefferson County Public Works fee schedule
6) Permit fees – Jefferson County Class B	per Jefferson County Public Works fee schedule
7) Permit fees – WSDOT base fee and inspection fee	per WSDOT fee schedule
8) System Development Charger per ERUs	
a. Bywater Pope	\$600*
b. Bywater/Shine	\$7,000*
c. Marrowstone (LUD No. 4) <sup>10</sup>	

<sup>7</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

<sup>8</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>9</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>10</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

d. Snow Creek	\$7,400*
e. South Hastings (LUD No. 3) <sup>11</sup>	\$2,900*
f. Standard	\$2,800*
g. Triton Cove (LUD No. 6) <sup>12</sup>	\$2,000*
	\$2,000*

\*The system development charge listed is multiplied by the Equivalent Residential Unit (ERU) for proposed use.

Water – above 2-inch meter per engineer’s estimate

**Sewer System Charges**

- 1) Hookup Charge \$150
- 2) System Charges. Each system charge has been developed separately and will have to be calculated at the PUD at time of connection.
- 3) Bedroom fee (per bedroom) per sewer agreement
- 4) Inspection of private septic system (minimum) \$350
- 5) Monthly sewer operation and maintenance fee (per month) \$250

**Misc. Service Charges - Alphabetical Order**

- 1) Administration and legal charges for LUD’s
  - a. Under \$100,000 10% of design and construction cost
  - b. Between \$100,000 and \$500,000 7% of design and construction cost
  - c. Over \$500,000 5% of design and construction cost
- 2) Assessment Segregation – actual cost (min) \$55
- 3) Bacteria test fee Actual cost of test
- 4) Construction/Event Meter
  - a. Base monthly rate (per month) \$75
  - b. Consumption per commercial rate per current fee schedule
  - c. Deposit<sup>13</sup> \$500
- 5) District equipment damage charges Time and material (\$100 minimum)
- 6) Documents Preparation \$200

<sup>11</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>12</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>13</sup> The deposit is return once the meter and PUD equipment (if any) is returned in working order.



7) Engineering Plan Review	Engineer hourly rate over \$1,000
8) Hydrant Meter Use	
a. Quimper base rate	per current fee schedule
b. Commercial rate Consumption	per current fee schedule
9) Latecomer	
a. Processing of a latecomer (per hour)	\$55
b. Collection of latecomer payback	per latecomer agreement
10) Legal fees (per hour)	\$350
11) Pressure testing inspection (per hour)	\$32

**“EXHIBIT A”**

**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY**

**Schedule of Charges for Water and Sewer Services**

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**PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON COUNTY  
February 18, 2020**

**CHARGES**

**New Service Charges**

**Water Service Charges**

**Water – Residential (3/4” meter)**

- |   |  |
|---|--|
| 1) Water meter installation – water main adjacent to property                               | \$2,200  |
| 2) Water meter installation – water main opposite side of property (i.e. across the street) | \$2,900  |
| 3) Water meter drop-in  | \$255  |
| 4) Asphalt patching   | \$1,100  |
| 5) Permit fees – Jefferson County Class A   | per Jefferson County Public Works fee schedule |
| 6) Permit fees – Jefferson County Class B   | per Jefferson County Public Works fee schedule |
| 7) Permit fees – WSDOT base fee and inspection fee  | per WSDOT fee schedule                         |
| 8) System Development Charger per ERUs  |  |
| a. Bywater Pope   | \$600  |
| b. Bywater/Shine  | \$7,000  |
| c. Marrowstone (LUD No. 14) <sup>1</sup>  | \$7,400  |
| d. Snow Creek   | \$2,900  |
| e. South Hastings (LUD No. 3) <sup>2</sup>  | \$2,800  |
| f. Standard   | \$2,000  |
| g. Triton Cove (LUD No. 6) <sup>3</sup>   | \$2,000  |

**Water – Residential (1-inch meter)**

- |   |         |
|---|---------|
| 1) Water meter installation -water main adjacent to property                                | \$2,310 |
| 2) Water meter installation – water main opposite side of property (i.e. across the street) | \$3,010 |

---

<sup>1</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

<sup>2</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>3</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

3) Water meter drop-in	\$255
4) Asphalt patching	\$1,100
5) Permit fees – Jefferson County Class A	per Jefferson County Public Works fee schedule
6) Permit fees – Jefferson County Class B	per Jefferson County Public Works fee schedule
7) Permit fees – WSDOT base fee and inspection fee	per WSDOT fee schedule
8) System Development Charger per ERUs	
a. Bywater Pope	\$600*
b. Bywater/Shine	\$7,000*
c. Marrowstone (LUD No. 4) <sup>4</sup>	\$7,400*
d. Snow Creek	\$2,900*
e. South Hastings (LUD No. 3) <sup>5</sup>	\$2,800*
f. Standard	\$2,000*
g. Triton Cove (LUD No. 6) <sup>6</sup>	\$2,000*

\*The system development charge listed is multiplied by the Equivalent Residential Unit (ERU) for proposed use.

**Water – (1.5-inch meter)**

1) Water meter installation -water main adjacent to property	\$3,200
2) Water meter installation – water main opposite side of property (i.e. across the street)	\$3,900
3) Water meter drop-in	\$480
4) Asphalt patching	\$1,100
5) Permit fees – Jefferson County Class A	per Jefferson County Public Works fee schedule
6) Permit fees – Jefferson County Class B	per Jefferson County Public Works fee schedule
7) Permit fees – WSDOT base fee and inspection fee	per WSDOT fee schedule
8) System Development Charger per ERUs	
a. Bywater Pope	\$600*
b. Bywater/Shine	\$7,000*
c. Marrowstone (LUD No. 4) <sup>7</sup>	\$7,400*
d. Snow Creek	\$2,900*

<sup>4</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

<sup>5</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>6</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>7</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

e. South Hastings (LUD No. 3) <sup>8</sup>	\$2,800*
f. Standard	\$2,000*
g. Triton Cove (LUD No. 6) <sup>9</sup>	\$2,000*

\*The system development charge listed is multiplied by the Equivalent Residential Unit (ERU) for proposed use.

**Water – (2-inch meter)**

1) Water meter installation -water main adjacent to property	\$3,525
2) Water meter installation – water main opposite side of property (i.e. across the street)	\$4,225
3) Water meter drop-in	\$675
4) Asphalt patching	\$1,100
5) Permit fees – Jefferson County Class A	per Jefferson County Public Works fee schedule
6) Permit fees – Jefferson County Class B	per Jefferson County Public Works fee schedule
7) Permit fees – WSDOT base fee and inspection fee	per WSDOT fee schedule
8) System Development Charger per ERUs	
a. Bywater Pope	\$600*
b. Bywater/Shine	\$7,000*
c. Marrowstone (LUD No. 4) <sup>10</sup>	\$7,400*
d. Snow Creek	\$2,900*
e. South Hastings (LUD No. 3) <sup>11</sup>	\$2,800*
f. Standard	\$2,000*
g. Triton Cove (LUD No. 6) <sup>12</sup>	\$2,000*

\*The system development charge listed is multiplied by the Equivalent Residential Unit (ERU) for proposed use.

**Water – above 2-inch meter**

per engineer’s estimate

<sup>8</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>9</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>10</sup> The potential customer will be responsible for paying the SDC listed if the property was not originally fully or partially assets during the Local Utility District (LUD) process.

<sup>11</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

<sup>12</sup> The potential customer will pay the SDC listed if their parcel was not assessed during the Local Utility District (LUD) process.

## Sewer Service Charges

1) Hook-up Charge	\$150
2) System Charge	per sewer agreement
3) Bedroom Fee (per bedroom)	per sewer agreement
4) Inspection of private septic system	\$350 (min.)
5) Monthly sewer operation and maintenance fee	\$250 per month

## Miscellaneous Service Charges

1) Administration and legal charges for LUD's	
a. Under \$100,000	10% of design and construction cost
b. Between \$100,000 and \$500,000	7% of design and construction cost
c. Over \$500,000	5% of design and construction cost
2) Assessment Segregation	\$55 per hour (1-hour min.)
3) Bacteria test fee	Actual cost of test
4) Construction/Event Meter	
a. Base monthly rate	\$75
b. Consumption per commercial rate	per current fee schedule
c. Deposit <sup>13</sup>	\$500
5) District equipment damage charges	Time and material (\$100 min.)
6) Document preparation	\$200
7) Engineering plan review	Engineer hourly rate over \$1,000
8) Hydrant Meter Use	
a. Quimper base rate	per current fee schedule
b. Consumption per commercial rate	per current fee schedule
9) Latecomer	
a. Processing of a latecomer	\$55 per hour
b. Collection of latecomer payback	per latecomer agreement
10) Legal fees	\$350 per hour
11) Pressure testing inspection	\$32 per hour

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<sup>13</sup> The deposit is return once the meter and PUD equipment (if any) is returned in working order.

**PUBLIC UTILITY DISTRICT NO. 1  
OF  
JEFFERSON COUNTY**

**RESOLUTION NO. 2020-\_\_\_**

A RESOLUTION of the Board of Commissioners of the Public Utility District No 1 of Jefferson County, Washington (“the PUD”), revising, removing and superseding the water and sewer fees originally adopted in Exhibit B of Resolution 2016-20, and adopting various construction rates for water and sewer services.

WHEREAS, the PUD staff has reviewed PUD Resolution 2016-020 and its Exhibits: Schedule of Deposits and Charges (“Exhibit B”) regarding construction rates for water and sewer services; and

WHEREAS, each utility of the PUD - electric, water and sewer and broadband will create separate Resolutions and fee schedule exhibits.

WHEREAS, this Resolution and exhibit addresses and only revises and supersedes the water and sewer fees adopted in Resolution 2016-020 Exhibit B by removing it from Resolution 2016-020, and including it in this Resolution No. 2020-\_\_\_, Exhibit A.

WHEREAS, the changes to the electric and broadband service fee schedule has been addressed in a separate Resolution.

WHEREAS, the PUD staff has revised construction rates for new services to reflect an increase in labor and material cost; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington as follows:

The PUD adopts the revised rates in the exhibit titled “Public Utility District No. 1 of Jefferson County Schedule of Charges for Water and Sewer Services (“Exhibit A”)”, attached hereto and incorporated by reference, all effective 1 April 2020. Exhibits B to Resolution 2016-020 is hereby deleted and its terms and conditions are revised and included in Exhibit A. All other Resolutions and related terms and conditions for construction rates for new services remain unchanged by this action of the Board of Commissioners.

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington, at a regular open meeting held this \_\_\_<sup>th</sup> day of March 2020.

\_\_\_\_\_  
Dan Toepper, President

ATTEST:

\_\_\_\_\_  
Jeff Randall, Secretary

\_\_\_\_\_  
Kenneth Collins, Vice President