



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

**February 28, 2020
Board of Commissioners
Special Meeting – Procurement Manual
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 10:02 a.m. on February 28, 2020, at the Chimacum Fire Hall, 9193 Rhody Drive, Port Townsend, WA 98368. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Will O'Donnell, Communications Manager
Annette Johnson, Executive Assistant/Records Officer
Don McDaniel, PUD consultant
Samantha Harper, Water Superintendent
Mike Bailey, Financial Services Manager
Cammy Brown, Recording Secretary

CALL TO ORDER:

Commissioner Dan Toepper called the Special Meeting of the Jefferson County PUD Board of Commissioners for February 28, 2020, to order at 10:02 a.m. Voluntary introductions were given.

AGENDA APPROVAL:

Commissioner Jeff Randall made an addition to the Agenda- Solar Project.

MOTION: Commissioner Kenneth Collins made a motion to approve the agenda as amended. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

UPDATE OF PUD PROCUREMENT MANUAL: General Manager gave a historical review of the Procurement Manual. New Procurement Manual is in the Board packet for the BOC meeting on March 3, 2020. Water Superintendent Samantha Harper gave an update on the changes made in the manual. For further details please listen to audio recording at www.jeffpud.org.

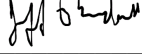
Commissioner Jeff Randall reported on the Community Solar Project.

ADJOURNMENT:

Commissioner Dan Toepper declared the February 28 2020, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners adjourned at 11:29 a.m.

Minutes prepared by
Cammy Brown, PUD Recording Secretary

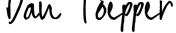
Approved:




Commissioner Jeff Randall, Secretary
6/4/2020

Date

Attest:



Commissioner Dan Toepper, President
6/4/2020

Date


Commissioner Kenneth Collins, Vice President
6/5/2020

Date

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