



PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County

January 23, 2018

Final Minutes

**Special Board Meeting
Executive Session**

The Special Meeting of Public Utility District No.1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners at 8:00 a.m. at the Jefferson County Transit Board Room, at 63 Four Corners Road, Port Townsend, WA 98368.

Present:

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

Kevin Streett, Assistant General Manager
Richard Hughes, General Counsel

Don McDaniel, Consultant
Scott Fry, Managing Director
Mycoff, Fry & Prouse, LLC
Executive Recruiters for Utility District

Cammy Brown, Recorder

CALL TO ORDER

The meeting was called to order by Commissioner Jeff Randall at 8:02 a.m.

The purpose of the meeting was to interview selected candidates for the General Manager position in Executive Session under the authority of RCW 42.30.110.

APPROVAL OF AGENDA:

MOTION: Commissioner Kenneth Collins made a motion to approve the Agenda, seconded by Commissioner Jeff Randall. Motion unanimously carried.

The executive session was estimated to last until 3:30 p.m. with a lunch break at 12:30 p.m.

Commissioner Jeff Randall
Commissioner Wayne King
Commissioner Kenneth Collins

Scott Fry, Mycoff, Fry & Prouse, LLC
Don McDaniel, Consultant for PUD
Richard Hughes, General Counsel

The Jefferson County PUD Board of Commissioners convened into Executive Session at 8:00 a.m. pursuant to RCW 42.30.110 to interview selected candidates for the General Manager position.

The Board of Commissioners reconvened the meeting of the Board at 2:30pm.

ADJOURNMENT:

MOTION: Commissioner Wayne King moved and Commissioner Kenneth Collins seconded to adjourn the January 22, 2018, Special Meeting of the Jefferson County PUD. Motion carried unanimously.

Meeting was adjourned at 2:30 p.m.

Minutes prepared by Cammy Brown, Recorder

Approved:



Commissioner Kenneth Collins, Secretary

2-20-18
Date

Attest:



Commissioner Jeff Randall, President

2-20-18
Date



Commissioner Wayne King, Vice President

2-20-18
Date

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

Executive Session

January 23, 2018

Jefferson County Transit Board Room
63 Four Corners Road
Port Townsend, WA 98368

Commissioner Jeff Randall
Commissioner Wayne King
Commissioner Kenneth Collins

Scott Fry, Mycoff, Fry & Prouse, LLC
Don McDaniel, Consultant for PUD
Richard Hughes, General Counsel

The Jefferson County PUD Board of Commissioners convened into Executive Session at 8:02 a.m. pursuant to RCW 42.30.110 to interview selected candidates for the General Manager position.

The Board of Commissioners reconvened the meeting of the Board at 3:30 p.m. to announce an extension of time was needed for the Executive Session until 3:45 p.m.

The Board of Commissioners convened into Executive Session at 3:32 p.m.

The Board of Commissioners reconvened the meeting of the Board at 3:45 p.m. to announce an extension of time was needed for the Executive Session until 4:00 p.m.

The Board of Commissioners convened into Executive Session at 3:46 p.m.

The Board of Commissioners reconvened the meeting of the Board at 4:00 p.m.

ADJOURNMENT:

MOTION: Commissioner Kenneth Collins moved and Commissioner Wayne King seconded to adjourn the January 23, 2018, Special Meeting of the Jefferson County PUD. Motion carried unanimously.

Meeting was adjourned at 4:01 p.m.

Minutes prepared by Cammy Brown, Recorder

Approved:



Commissioner Kenneth Collins, Secretary



Date

Attest:




Commissioner Jeff Randall, President



Date



Commissioner Wayne King, Vice President



Date

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



PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County

January 25, 2018

Final Minutes

Special Board Meeting
TCF (Thomas Cook Fitzgerald) WORKSHOP

The Special Meeting of Public Utility District No.1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners at 1:30 p.m. at the Four Corners PUD Operations Center, 310 Four Corners Road, Port Townsend, WA 98368.
Present:

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

Kevin Streett, Assistant General Manager
Tammy Lehman, Interim Financial Director
Annette Johnson, Executive Assistant and Records Administrator
Debbie Lund, Human Resources and Communications Manager
Richard Hughes, General Counsel
Will O'Donnell, Communications Manager
Annette Johnson, Executive Assistant and Records Administrator
Don McDaniel, Consultant

Randy Cook, TCF Architecture
Mark Hurley, TCF Architecture

Cammy Brown, Recorder

CALL TO ORDER

The meeting was called to order by Commissioner Jeff Randall at 1:30 p.m.

The purpose of the meeting was to view the TCF Architecture presentation.

APPROVAL OF AGENDA:

MOTION: Commissioner Kenneth Collins moved to approve the agenda, seconded by Commissioner Wayne King. Motion carried unanimously.

Don McDaniel, Consultant for the PUD, gave a brief overview and overall scope of the concept plan on the facilities upgrade.

Randy Cook and Mark Hurley made a presentation.

There were three handouts:

- Existing Building Remodel and New Admin Addition drawing/map
- TCF Architecture Exhibit A.1 Fee Schedule
- TCE Architecture Exhibit A to Professional Services Agreement

There was no action taken at today's meeting.

There was a request by the commissioners that the materials submitted at today's meeting be available at the next PUD General Meeting on February 6, 2018.

ADJOURNMENT:

MOTION: Commissioner Kenneth Collins moved and Commissioner Wayne King seconded to adjourn the January 25, 2018, Special Meeting of the Jefferson County PUD at 3:02 p.m. Motion carried unanimously.

Minutes prepared by Cammy Brown, Recorder

Approved:



Commissioner Kenneth Collins, Secretary

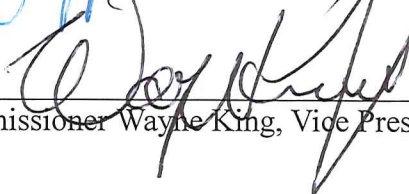
2-20-18
Date

Attest:



Commissioner Jeff Randall, President

2-20-18
Date



Commissioner Wayne King, Vice President

2-20-18
Date

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