



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

**August 18, 2020
Board of Commissioners
Regular Meeting**

Final Minutes

The Regular Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 5:00 p.m. on August 18, 2020. This was an online meeting through WebEx and teleconferencing. All participants muted by entry. Present:

Commissioner Dan Toepper, President
Commissioner Kenneth Collins, Vice President
Commissioner Jeff Randall, Secretary
Kevin Streett, General Manager
Joel Paisner, General Counsel
Melanie Patterson, Human Resources Manager
Mike Bailey, Financial Services Manager
Scott Bancroft, Special Projects Manager
Jean Hall, Customer Service Manager
Will O'Donnell, Communications Manager
Annette Johnson, Executive Assistant/Records Officer
Jimmy Scarborough, Interim Electrical Engineering Supervisor
Samantha Harper, Water Superintendent
Don McDaniel, PUD Consultant
Congressman Derek Kilmer
Angie Sanchez, FCS Vice President
Sergey Tarasov, FCS Senior Project Manager
Paul Quinn, FCS Project Consultant

Cammy Brown, PUD Recording Secretary

1. CALL TO ORDER:

Commissioner Dan Toepper called the Regular Meeting of the Jefferson County PUD Board of Commissioners for August 18, 2020, to order at 5:00 p.m.

Per the Governor's Proclamation 20-28 and response to the COVID-19 pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will be accessible remotely via Webex until otherwise informed by the Governor. All participants' audio will be muted upon entry. Please unmute at the appropriate time to speak. Use *6 on a phone to mute or unmute at the appropriate time during the call.

Commissioner Dan Toepper began the meeting by calling for attendance to determine a quorum. There was a quorum established.

2. AGENDA REVIEW: Commissioner Dan Toepper went over the agenda format.

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

3. NEW BUSINESS – A:

3.1 Legislative Opportunity Discussion with Congressman Derek Kilmer, U.S. House of Representatives, WA District 6.

Commissioner Dan Toepper gave a short synopsis on House Bill 7483. Congressman Derek Kilmer gave a report on the status of House Bill 7483. This bill would allow borrowers like Jefferson PUD to refinance their debt and take advantage of today’s low interest rates from the USDA Rural Utility Service Loan Program without incurring any fees or penalties. Refinancing the PUD’s RUS loan rate would allow the PUD to draw up its existing interest from about 3% to nearly 1%. If successful, that would effectively reduce the PUD’s interest payments by 1.5 million dollars a year. That is 1.5 million dollars a year that could go towards maintaining stable rates, building out a rural broadband, replacing outdated or aging infrastructure and other projects or steps to expand or service to the PUD’s customer-owners. Details can be found on audio recording at www.jeffpud.com.

3.2 Presentation from FCS Group – Revenue Requirements. Serge Tarasov, Angie Sanchez Vimoche and Paul Quinn from FCS Group gave a presentation on revenue requirements. There was considerable discussion. Details can be found on audio recording at www.jeffpud.org. Handout No. 1.

4. PUBLIC COMMENT: Commissioner Dan Toepper read the guidelines into the record regarding the Consent Agenda items. Topics and comments are abbreviated. Responses to questions or comments can be found on audio recording at www.jeffput.org.

- **Comment:** There is an inconsistency in the presentation in terms of how much money is being allocated in the capital budget for broadband
- **Comment:** Taxes that are collected inside and outside the City of Port Townsend. Restricted or not restricted?

MOTION: Commissioner Kenneth Collins made a motion to approve and adopt the Consent Agenda as presented. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

5. CONSENT AGENDA:

5.1 Prior Minutes:

- PUD BOC Regular Meeting Minutes 7-7-2020 Draft -2
- PUD BOC Special Meeting Minutes 7-13-2020 FCS Presentation.
- PUD BOC Regular Meeting Minutes 7-21-2020 Draft

5.1 Vouchers

- Voucher Approval Form for the Commissioners
- Voucher Certification with Supporting Warrant Register – Payroll

PAYMENTS TO BE APPROVED:

WARRANTS	AMOUNT	DATE
Accounts Payable: #123704 to #123751	\$ 966,508.79	07/30/2020
Accounts Payable: #123752 to #123809	\$ 396,883.15	08/06/2020
Payroll Checks: # 70770 to # 70774	\$ 9,106.67	08/07/2020
Payroll Direct Deposit	\$ 116,149.01	08/07/2020
TOTAL INVOICES PAID	\$ 1,488,647.62	

WIRE TRANSFERS PAID	AMOUNT	DATE
Peterson Lake	\$ 14,328.62	08/03/2020
PAYMENT TOTAL	\$ 1,502,976.24	

5.3 Financial Report

5.3.1 Agenda Report – Written Off Accounts 8-18-2020.

5.3.1A Written Off Accounts Resolution 8-18-2020.

5.4 Calendar.

END OF CONSENT AGENDA.

6. MANAGER AND STAFF REPORTS: General Manager Kevin Streett gave a report.

- General Manager met with BPA.
- Staff will make another presentation on the budget to the BOC in a week.
- Money in unrestrictive funds is moving to water side. (discussion).

7. OLD BUSINESS: Communications Manager Will O’Donnell read into the record a memorandum that was sent to the PUD staff by a CAB member regarding the JeffCom Interlocal Agreement. Details can be found on audio recording at www.jeffpud.com.

7.1 JeffCom Interlocal Agreement:

Agenda Report from JeffCom GIS Services Aug. 18

**Interlocal Agreement Jefferson PUD and JeffCom Final Review Draft
2020 08 111.**

Exhibits to JeffCom ILA.pdf.

8. NEW BUSINESS - B:

8.1 NoaNet Membership Update: General Manager Kevin Streett gave a report. NoaNet wants to re-structure long and short-term debt moving forward. NoaNet would like to re-allocate ownership to an even 10% for all districts. There was considerable discussion. General Manager Kevin Streett suggested having a representative from NoaNet come to the BOC meeting and make a presentation. All commissioners were in agreement with this suggestion. No public comment.

9. COMMISSIONERS’ REPORTS:

Commissioner Kenneth Collins:

8/5 and

- 8/6 Attended Public Power Council meetings.
- 8/10 Met with General Manager Kevin Streett.
- 8/11 Attended PUD BOC Special Meeting – Budget.
- 8/12 Attended NoaNet Board meeting.
- 8/13 Met with General Manager Kevin Streett.
- 8/19 Will attend JBAT meeting.
- 8/19 Will attend WPUDA Telecom meeting.
- 8/25 Will attend PUD BOC Special Meeting – Budget.
- 8/28 Will attend JBAT meeting.
- 8/31 Will meet with General Manager Kevin Streett.

Commissioner Jeff Randall:

- 8/7 Met with General Manager Kevin Streett.
- 8/11 Attended PUD BOC Special Meeting – Budget.
- 8/13 Attended Intergovernmental workgroup meeting.
- 8/21 Will meet with General Manager Kevin Streett.
- 8/25 Will attend PUD BOC Special Meeting – Budget.

Commissioner Dan Toepper:

- 8/5 and
- 8/6 Attended Public Power Council meetings. (report).
- 8/7 Met with General Manager Kevin Streett.
- 8/11 Attended PUD BOC Special Meeting – Budget.
- 8/19 Will meet with General Manager Kevin Streett.
- 8/25 Will attend PUD BOC Special Meeting – Budget.
- 8/27 Will attend JeffCom meeting.

10. ADJOURNMENT:

Commissioner Dan Toepper declared the regular meeting of the Jefferson County PUD No. 1 Board of Commissioners on August 18, 2020 adjourned at 7:35 p.m.

 Minutes prepared by
 Cammy Brown, PUD Recording Secretary

Approved:

<i>Jeff Randall</i>	10/19/2020
DB3CF29E6B18423	Date
Commissioner Jeff Randall, Secretary	

Attest:

<i>Dan Toepper</i>	10/15/2020
26A5307D572E48D	Date
Commissioner Dan Toepper, President	
<i>Kenneth Collins</i>	10/13/2020
9505A6B29A7E44E	Date
Commissioner Kenneth Collins, Vice President	

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 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.