

Regular Meeting Agenda
Board of Commissioners
Tues, Jan 4, 2022 4:00 PM
Zoom
Port Townsend, WA 98368



To join online go to: <https://zoom.us/my/jeffcopud>. Follow the instructions to login. Meetings will open 5 minutes before they begin. TOLL FREE CALL IN #: 833-548-0282, Meeting ID# 4359992575#. Use *6 to mute or unmute. *9 to raise a hand to request to begin speaking.

Page

1. Call to Order

Per the Governor's Extended Proclamation 20-28 and in 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 held remotely via Zoom until otherwise informed by the Governor. Participant audio will be muted upon entry. Please unmute at the appropriate time to speak. If you are calling in, use *6 to mute and unmute and *9 to raise a hand to request to speak.

2. Agenda Review

3. Public Comment

The public comment period is for any items not specifically listed on the current Agenda or for items listed on the Consent Agenda. 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

All matters listed below on the Consent Agenda are considered under one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Consent Action: Approve a motion to adopt the Consent Agenda as presented.

4.1. Prior Minutes

5 - 30

[PUD BOC Regular Meeting 09-21-2021 Minutes Draft.pdf](#) 

[PUD BOC Regular Meeting Minutes 9-7-2021 Draft.pdf](#) 

[PUD BOC Spec. Meeting 09-15-2021 Exec. Session - Union](#)

[Negotiations.pdf](#) 

[PUD BOC Spec. Meeting 09-21-2021 Exec. Session.pdf](#) 

[PUD BOC Special Meeting 8-23-2021 Minutes Draft.pdf](#) 

[PUD BOC Special Meeting 9-14-2021 Minutes Draft.pdf](#) 

[PUD BOC Special Meeting 10-14-2021 Minutes Draft.pdf](#) 

4.2. Vouchers 31 - 59

[Voucher Approval Form for the Commissioners.pdf](#)  [Voucher Certification with Supporting Warrant Register & Payroll....pdf](#) 

4.3. Financial Report 60 - 71

[November 2021 Financials.pdf](#) 

[Agenda Report-Written Off Accounts-1-4-2022.docx](#) 

[Written Off Accounts Motion 1-4-2022.docx](#) 

4.4. Calendar 72

[PUD Calendar Jan 4, 2022.docx](#) 

4.5. Correspondence Log 73

[Correspondence Log.pdf](#) 

5. Old Business

For the OLD and NEW BUSINESS section discussions: please hold public comment until each presentation is done but before the vote .

5.1. BOC Memberships 74 - 75

[Memberships for Commissioners 2021.docx](#) 

For Discussion and Review

5.2. Conflict of Interest Disclosure 76 - 77

[Agenda Report form Conflict of Interest for BOC.docx .docx](#) 

For Discussion and Review

5.3. Citizen Advisory Board Discussion

- 5.4. Schedule of Charges for Electric Services Proposed Changes 78 - 87
[AGENDA REPORT Electric Service Charges.docx](#) 
[jpud 2021 exhibit b schedule of charges electric-ks wo.docx](#) 
For Discussion and Review

- 5.5. RUS Loan Application Update 88 - 91
[AR RUS Loan Update.docx](#) 
[JPUD RUS LOAN REQUEST 20211228.docx](#) 
Recommendation forthcoming

6. New Business

- 6.1. ReConnect Grant Application Authorization Resolution 92 - 96
[AGENDA REPORT- ReConnect Resolution.docx](#) 
[Instruction Page for ReConnect Grant Resolution.pdf](#) 
[RESOLUTION ReConnect Grant ARR.pdf](#) 
Recommendation: Approve Resolution 2022-XXX certifying the Secretary of the Board to authorize that Will O'Donnell of the PUD, has the assigned Administrator security role on behalf of the Corporation, who shall be responsible for assigning access to new users, and entering and updating applications in USDA's online application system for the ReConnect Program and Community Connect Grant Program.

- 6.2. New Electric Line Contractor 97
[Agenda report electric line contractor.pdf](#) 
Recommendation: Approve a motion accepting Palouse Power as a qualified Electric Line Contractor that has submitted all paperwork to Washington State law.

- 6.3. Resolution Declaring Emergency for Winter Storms 98
[Emergency Resolution Jan 2022.docx](#) 
Recommendation: Approve Resolution 2022-XXX declaring the period of December 24, 2021 through January 6, 2022, a state of emergency and authorizing the PUD Manager to purchase materials and order work to assist regularly employed

personnel in the amount necessary.

6.4. Regular Meeting Agenda Template Proposed Revisions

99 - 104

[AGENDA REPORT- 2022 Regular Meeting Agenda.docx](#) 

[JPUD Agenda Template Draft 01022022.pdf](#) 

[GH PUD Agenda & Packet.pdf](#) 

For Discussion and Review

7. Manager and Staff Reports

For information only, not requiring a vote.

8. Commissioner Reports

9. Adjourn



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

**September 21, 2021
Board of Commissioners
Regular Meeting**

Draft 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 September 21, 2021, via Zoom. Present:

Commissioner Dan Toepper, President
Commissioner Kenneth Collins, Vice President
Commissioner Jeff Randall, Secretary
Kevin Streett, General Manager
Joel Paisner, General Counsel
Will O'Donnell, Communications Director
Mike Bailey, Financial Services Director
Jean Hall, Customer Service Director
Scott Bancroft, Operations Director
Samantha Harper, Engineering Director
Melanie Patterson, Human Resources Director
Annette Johnson, Executive Assistant/Records Admin.
Josh Garlock, Electrical Superintendent
Don McDaniel, Consultant
Lori Rae, Broadband Coordinator
Cammy Brown, Recording Secretary

1. CALL TO ORDER:

Commissioner Dan Toepper called the Regular Meeting of the Jefferson County PUD No. 1 Board of Commissioners for September 21, 2021, to order at 5:00 p.m. and read the Governor's Extended Proclamation 20-28 in response to the COVID-19 pandemic.

All three commissioners were present. It was determined there was a quorum.

2. AGENDA REVIEW: There were no additions or corrections to the agenda.

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

3. PUBLIC COMMENT: Commissioner Dan Toepper presented the guidelines for members of the public to submit their comments.

- **Comments:** Questions on OWSI contract. Would like it back on the agenda. Written comments were received by the commissioners in an email.
- **Comment:** Tesla will be making an electric vehicle for \$25,000.00 starting in 2023. Do not buy any brand that has less than 300 miles of range.
- **Comment:** One additional staff person would be needed with an AMI system. Why more staff ? Why not less, considering the PUD is putting in a more advanced automated system that requires fewer manual reads and allows remote disconnect connect?

4. CONSENT AGENDA: Commissioner Dan Toepper read the Consent Agenda guidelines.

The PUD BOC Special Meeting minutes of 6-15-2021 were pulled from the Consent Agenda. These will be presented at a later date.

MOTION: Commissioner Jeff Randall made a motion to approve and adopt the Consent Agenda with the exception of the minutes of 6-15-2021. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

4.1 PRIOR MINUTES:

PUD BOC Regular Meeting Minutes 6-15-2021 were removed.

4.2 VOUCHERS AND WRITE OFFS

Voucher Approval Form for the Commissioners.

Voucher Certification with Supporting Warrant Register & Payroll.

PAYMENTS TO BE APPROVED

WARRANTS	AMOUNT	DATE
Accounts Payable: #127004 to #127063	\$ 621,541.76	09/02/2021
Accounts Payable: #127064 to #127119	\$ 381,602.15	09/09/2021
Payroll Checks: # 70939 to # 70943	\$ 9,179.65	09/03/2021
Payroll Direct Deposit:	\$ 140,813.14	09/03/2021

TOTAL INVOICES PAID: \$ 1,153,136.70

WIRE TRANSFERS PAID	AMOUNT	DATE
Peterson Lake	\$ 14,328.62	09/01/2021
BPA	\$ 1,059,950.00	09/10/2021

PAYMENT TOTAL \$2,227,415.32

4.3 Financial Report

Agenda Report – Written Off Accounts 09-21-2021.
Accounts Motion 09-21-2021.

4.4 Calendar

PUD Calendar September 21, 2021.

END OF CONSENT AGENDA

5. MANAGER AND STAFF REPORTS. Information only.

5.1 Sewer Rate Meetings Update. Engineering Director Samantha Harper gave a report. There was a request submitted from the Becket Point Group for a cost-of-service study report. There will be a draft ready within a month. The PUD is looking at scheduling a meeting in the middle to end of October to meet with Beckett Point customers and a meeting with Kala Point customers will be scheduled for the same time frame.

5.2 Broadband Update. General Manager Kevin Streett gave a report. The staff continues to put in for grant money. The state is supportive of the PUD. There was some discussion.

5.3 Sims Way Tree Removal. General Manager Kevin Streett gave a presentation. PUD received a report there were trees coming in contact with power lines. There was a question of who would be responsible for the trees. The City of Port Townsend is willing to put a project together. The best solution is to remove the trees. The PUD would take down the trees and the power would be put under ground. The Port would build the wall and gravel it out. The estimate on the project is 1.9 million dollars. That amount would be split between the three entities. There was considerable discussion. Details can be heard on audio recording at www.jeffpud.org.

Public Comments:

- **Comment:** In favor of under grounding. What part of the cost is really the responsibility of the PUD?
- **Comment:** Current tree trimming policy should be revisited of who bears the cost of such things.
- **Comment:** There is an electrification project that has been scheduled by Washington State Ferries that is going to require service down to the ferry dock. This seems like a likely corridor to take that power down there. There may be an opportunity to work with the ferry system.
- **Comment:** Does the PUD have the technology to bury the power lines without damaging the trees and could the PUD do that as soon as possible?

5.4 2022 Budget. Finance Director Mike Bailey gave an update on the 2022 Budget.

6. OLD BUSINESS:

6.1 Revised Agenda Template for BOC Regular Meetings. General Manager Kevin Streett gave a report on the revised agenda template. Communications Director Will O’Donnell went over some proposals. PUD BOC Regular meetings would start at 4:00 p.m. and the Manager and Staff Reports would be moved after Old Business. These would be modified on an as needed based on time. There was some discussion on how long the meetings should be and what the approximately times should be for each item.

MOTION: Commissioner Kenneth Collins made a motion that the Jefferson County Public Utility District No. 1 Board of Commissioners approve the revised regular meeting agenda with two modifications – one being that approximate time be listed by the various agenda items, and the second, that there is a hard stop at three hours’ time. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

6.2 RESP Grant Application Resolution. General Manager Kevin Streett and Finance Director gave a report.

MOTION: Commissioner Kenneth Collins made a motion to approve a resolution establishing the JPUD Energy Efficiency Loan Program. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

Public Comment:

- **Comment.** It is great that the PUD is doing this.

7. NEW BUSINESS.

7.1 Public Works Board Grant Application Resolution. Communications Director Will O'Donnell gave a report.

MOTION: Commissioner Jeff Randall made a motion to approve the resolution authorizing staff to apply to the Washington State Public Works Board Broadband Federal Funded Program for a grant to construct fiber along East Discovery Bay and Anderson Lake Road. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

7.2 EEI Transfer Payment from City of Port Angeles. Communications Director Will O'Donnell gave a report.

MOTION: Commissioner Kenneth Collins made a motion to authorize the General Manager to sign contracts with the City of Port Angeles and BPA authorizing the transfer of EEI program funds to Jefferson County PUD. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

7.3 Procure Manual Revision. General Manager Kevin Streett gave a report. Cost of construction has increased dramatically over the last two years. The increase the PUD is requesting is still below what the state says the PUD can do. These increases are in line with what the PUD's cost is today. This is a request to change the PUD's procurement manual. This was for discussion only and will be brought back under Old Business in the next PUD regular meeting packet.

7.4 Declaration of Emergency Resolution. General Manager Kevin Streett gave a report. This resolution gives the PUD, after the fact, authorization to have spent the money in bringing in additional work crews and using additional materials.

MOTION: Commissioner Jeff Randall made a motion to adopt a resolution declaring the period of September 17, 2021 through September 19, 2021, a state of emergency and authorizing the PUD manager to purchase materials and order work to assist regularly employed personnel in the amount necessary. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

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Board of Commissioners
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8. COMMISSIONERS' REPORTS.

Commissioner Dan Toepper:

- 9/10 Met with General Manager Kevin Streett.
- 9/10 Listened in on JBAT meeting.
- 9/14 Attended PUD BOC Special Meeting on Budget.
- 9/15 Attended WPUDA Commissioner Education meeting and roundtable.
- 9/16 Attended WPUDA Committee meetings. (report).
- 9/17 Attended WPUDA Board of Directors' meeting.
- 9/20 Attended PUD BOC Special Meeting Budget and Meter Replacements.
- 9/20 Attended PUD BOC Executive Session to discuss real estate issues.
- 9/21 Attended PUD BOC Special Meeting – Executive Session.
- 9/22 and
- 9/23 Will attend WPUDA Water Workshop.
- 9/24 Will meet with General Manager Kevin Streett.

Commissioner Jeff Randall:

- 9/08 Attended Climate Action Subcommittee meeting on electric vehicle charging. (report).
- 9/09 Met with PUD Consultant Don McDaniel and General Counsel Joel Paisner.
- 9/10 Met with Ben Bauermeister, Chair of the EDC Team Jefferson.
- 9/13 Met with General Manager Kevin Streett.
- 9/14 Attended PUD BOC Special Meeting on Budget.
- 9/15 Participated in a Maritime Electrification Conference.(report).
- 9/16 Met with citizens to look at BPA contract extension.
- 9/16 Participated in the WPUDA Government Relations Committee process.
- 9/16 Participated in an EDC Team Jefferson meeting. (report).
- 9/17 Participated in phone meeting with General Manager Kevin Streett and Finance Director Mike Bailey.
- 9/20 Attended PUD BOC Special Meeting on Budget and Meter Replacements.
- 9/20 Attended PUD BOC Executive Session to discuss real estate issues.
- 9/21 Attended PUD BOC Special meeting – Executive Session.
- 9/22 Will participate in the WPUDA Water Workshop.

Commissioner Kenneth Collins:

- 9/09 Attended NoaNet Board Meeting (report). NoaNet is making money. They are in good shape for the next two years in terms of materials they need to do their work.

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- 9/10 Attended a JBAT meeting.
- 9/12 Met with General Manager Kevin Streett.
- 9/14 Attended PUD BOC Special Meeting on Budget
- 9/15 Attended WPUDA Executive Session.
- 9/15 to
- 9/17 Attended WPUDA Conference.
- 9/18 Met with General Manager Kevin Streett.
- 9/20 Attended PUD BOC Special Meeting Budget and Meter Replacements.
- 9/20 Attended PUD BOC Executive Session to discuss real estate issues.
- 9/21 Attended PUD BOC Special Meeting - Executive Session.
- 9/22 Will participate in PURMS Administrative Meeting.
- 9/22 Will participate in the WPUDA Water Workshop.
- 9/24 Will attend the JBAT meeting.
- 10/4 Will meet with General Manager Kevin Streett.

9. ADJOURN.

Commissioner Dan Toepper declared the September 21, 2021, Regular Meeting of the Board of Commissioners of the Jefferson County Public Utility District No. 1 adjourned at 6:35 p.m.

 Minutes prepared by
 Recording Secretary Cammy Brown

Approved:

Commissioner Jeff Randall, Secretary	Date

Attest:

Commissioner Dan Toepper, President	Date

s	
Commissioner Kenneth Collins, 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.

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

September 7, 2021

**Board of Commissioners
Regular Meeting**

Draft 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 September 7, 2021, via Zoom. Present:

Commissioner Dan Toepper, President
Commissioner Kenneth Collins, Vice President
Commissioner Jeff Randall, Secretary
Kevin Streett, General Manager
Joel Paisner, General Counsel
Will O'Donnell, Communications Director
Mike Bailey, Financial Services Director
Jean Hall, Customer Service Director
Scott Bancroft, Operations Director
Samantha Harper, Engineering Director
Melanie Patterson, Human Resources Director
Annette Johnson, Executive Assistant/Records Admin.
Josh Garlock, Electrical Superintendent
Don McDaniel, Consultant
Cammy Brown, Recording Secretary Absent

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Jefferson County PUD
Board of Commissioners
September 7, 2021 Regular Meeting
Draft Minutes

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1. CALL TO ORDER:

Commissioner Dan Toepper called the Regular Meeting of the Jefferson County PUD No. 1 Board of Commissioners for September 7, 2021, to order at 5:00 p.m. and read the Governor's Extended Proclamation 20-28 in response to the COVID-19 pandemic.

All three commissioners were present. It was determined there was a quorum.

2. AGENDA REVIEW: Additions or corrections to Agenda. General Manager Kevin Streett requested changes to the agenda.

- Under Manager's Report add Item No. 5.3. Changes in future meetings.
- Under Manager's Report add Item No. 5.4. Calendar meeting changes.

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

3. PUBLIC COMMENT: Commissioner Dan Toepper presented the guidelines for members of the public to submit their comments. Topics abbreviated.

- Incentives for employees to get vaccinated.
- Raising sewer rates at Kala Point.

4. CONSENT AGENDA: Commissioner Dan Toepper read the Consent Agenda guidelines.

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.

4.1 PRIOR MINUTES:

PUD BOC Special Meeting Minutes with CAB 5-25-2021.

4.2 VOUCHERS AND WRITE OFFS

Voucher Approval Form for the Commissioners.

Voucher Certification with Supporting Warrant Register & Payroll

PAYMENTS TO BE APPROVED

WARRANTS	AMOUNT	DATE
Accounts Payable: #126863 to #126924	\$ 336,490.20	08/12/2021
Accounts Payable: #126925 to #126956	\$ 419,188.95	08/19/2021
Accounts Payable: #126957 to #127003	\$ 346,915.39	08/26/2021
Payroll Checks: # 70934 to # 70938	\$ 9,082.38	08/20/2021
Payroll Direct Deposit:	\$ 133,457.93	08/20/2021

TOTAL INVOICES PAID: \$ 1,245,134.85

WIRE TRANSFERS PAID	AMOUNT	DATE
BPA	\$ 1,109,971.00	08/11/2021

PAYMENT TOTAL \$2,355,105.85

VOIDED WARRANTS: 123652 146.19

4.3 Financial Report

July 2021 Financials

4.4 Calendar

PUD Calendar August 17, 2021.

END OF CONSENT AGENDA

5. MANAGER AND STAFF REPORTS.

5.1 Services Director: Arrears Report. Customer Service Director Jean Hall gave a presentation. At the last meeting of the BOC, it was requested that staff bring an update to the BOC relating to the low-income program and the accounts receivables arrears. There is a decline in participation in the low-income program. There is a total of 3,325 customers in arrears. Moratorium Expiration currently set for September 30th. Looking at almost 600 customers at risk of being disconnected. Extensive outreach being done. Commissioners requested an update be presented at the next BOC meeting of how many customers are in peril of having their service shut off.

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Jefferson County PUD
Board of Commissioners
September 7, 2021 Regular Meeting
Draft Minutes

5.2 Finance Director: 2022 Budget Update. Finance Director Mike Bailey gave a report. The draft 2022 Budget was posted to the website. There is a rate hearing in October. General Manager Kevin Streett requested a budget meeting on September 14, 2021, 12:00 p.m. to 2:00 p.m. All three commissioners were in agreement with the date and time. At the American Public Power Association Business and Finance Mike Bailey will be presenting with Moss/Adams in regard to the dashboards and the experience the PUD has had with them.

5.3 Changes in Future Meetings: Communications Director Will O'Donnell gave a report on restructuring the meetings differently, so the meetings did not go over three hours. A draft agenda was presented. There was considerable discussion.

5.4 Calendar meeting changes. General Manager Kevin Streett went over the calendaring of additional meetings to the end of the year.

6. OLD BUSINESS:

6.1 Wastewater Rates. Engineering Director Samantha Harper gave an updated report on the Wastewater Sewer Rate Schedule. The PUD has been working with FCS consultants to complete a cost-of-service analysis and rate design for all of the PUD utilities. FCS presented the revenue requirements and multiple rate design scenarios which would enable the PUD to start to bring up the wastewater and sewer utility actual costs-of-service in addition to making progress for that utility to be a sustainable utility.

Public Comment:

- **Comment:** Tie the proposed raises to the actual costs that have occurred at Kala Point.
- **Comment:** There is an active committee at Beckett Point for about six months trying to get educated on the system costs both annual maintenances.
- **Request** for written information or summary of the consultant's recommendations.

6.2 Wholesale Telecommunications Service Agreement. General Manager Kevin Streett gave a report. This agreement puts some priorities between the PUD and the retail service provider.

Public Comment:

- **Comment:** Shouldn't there be some vetting of the new RSP (Retail Service Provider) to make sure they are a real business? Do they have a decent credit rating? Do they have sufficient capital to fund their proposed operations?

7. NEW BUSINESS.

7.1 Olympic Water and Sewer Agreement (OWSI). Engineering Director Samantha Harper gave a report on Amendment No. 2 to an Olympic Water and Sewer Wastewater Agreement with the PUD. Staff is recommending that the BOC authorize the General Manager to sign Amendment No. 2 to the Agreement for Assumption of Operation and Maintenance of a Wastewater Treatment in Collection Facilities. Commissioners suggested further review of the document be done before approval.

Public Comment:

- **Comment:** If OWSI defaults, does the PUD have to take over the water system too? That is not in the plan. Where would the water come from?
- **Comment:** Do the ratepayers in Port Ludlow still have the protection with regard to rates because the PUD is not acquiring that facility, it is just running it?
- **Comment:** Why isn't the LUD (local utility district) process being used here?
- **Request:** To provide the general sewer plan to the public before the next meeting.
- **Comment:** Skeptical on the provisions, i.e., the OWSI keeping the development fees.
- **Comment:** That sewer plant is going to need replacing within the life of the agreement and it is an aging system. The water system may be questionable too. It looks like an attempt to impose a public service burden on the PUD and its ratepayers.

There was considerable discussion. The agreement will be brought back to be approved at a future meeting.

7.2 The Meadows Phase 2 Sewer Agreement. Engineering Director Samantha Harper gave a report.

MOTION: Commissioner Jeff Randall made a motion to approve a resolution authorizing the General Manager of the Jefferson County Public Utility District No. 1 to execute an Operations and Maintenance Service Agreement for Phase 2 of the Meadows Community Onsite Septic System. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

8. COMMISSIONERS' REPORTS.

Commissioner Jeff Randall:

- 8/19 Participated in EDC Jefferson Board meeting. (report).
- 8/23 Attended BOC and CAB joint meeting.

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Jefferson County PUD
Board of Commissioners
September 7, 2021 Regular Meeting
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- 8/26 Attended NODC (North Olympic Development Council) Board meeting.
- 8/27 Met with EDC (Economic Development Council) council member Pam Petranek.
- 9/02 Attended a meeting with General Counsel Joel Paisner regarding EDC.
- 9/14 Will attend BOC Special Meeting on the Budget with Moss/Adams.
- 9/15 thru
- 9/17 Attend WPUDA conference (virtual).
- 9/23 Will attend IGC meeting.
- 9/22 thru
- 9/24 Will attend WPUDA Water Workshop.

Commissioner Kenneth Collins:

- 8/23 Participated in an Executive Committee phone call for the WPUDA and in that phone call it was determined that both the upcoming conference in September for the WPUDA as well as the Water Workshop would need to be held virtually.
- 8/23 Attended BOC and CAB joint meeting.
- 8/26 Participated in the PURMS Audit Exit Interview. A clean audit.
- 8/30 and
- 8/31 Phone conversations with a number of WPUDA members attempting to recruit a Budget Committee.
- 9/01 Listened in to the PPC members' forum.
- 9/03 Met with General Manager Kevin Streett.
- 9/08 Will participate in the NoaNet Board meeting.
- 9/10 Will participate in the JBAT meeting.
- 9/13 Will participate in the CAB meeting. Announced that meeting will be cancelled.
- 9/14 Will attend the BOC Special meeting on the Budget with Moss/Adams.
- 9/15 thru
- 9/17 Will attend WPUDA conference. (virtual).

Commissioner Dan Toepper:

- 8/23 Attended BOC and CAB joint meeting.
- 8/26 Listened in on meeting with JeffCom.
- 8/30 Met with General Manager Kevin Streett.
- 9/01 Attended PPC (Public Power Council) members' forum. (report).
- 9/02 Listened in on meeting with PPC Executive Committee. (report)
- 9/10 Will meet with General Manager Kevin Streett.
- 9/14 Will attend BOC Special Meeting on the Budget with Moss/Adams.
- 9/15 thru
- 9/17 Will attend WPUDA conference. (virtual).



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

**September 15, 2021
Board of Commissioners
Special Meeting
Union Negotiations
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 5:00 p.m. on September 15, 2021, via Zoom video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Joel Paisner, General Counsel
Annette Johnson, Executive Assistant/Records Admin.
Will O'Donnell, Communications Director
Scott Bancroft, Operations Director
Don McDaniel, PUD Consultant
Melanie Patterson, Human Resources Director
Kathy Feldman, Carr, Tuttle, Campbell

Cammy Brown, Recording Secretary

1. CALL TO ORDER. Commissioner Dan Toepper called the Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners for September 14, 2021, to order at 12:01 p.m. and read the Governor's Extended Proclamation 20-28 in response to the COVID-19 pandemic.

Roll call was taken of the Jefferson County Public Utility District No. 1 Board of Commissioners. All three commissioners were present. It was determined there was a quorum.

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Jefferson County PUD
BOC Special Meeting – Executive Session
Union Negotiations
September 15, 2021
Draft Minutes



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

**September 21, 2021
Board of Commissioners
Special Meeting
Executive Session
Union Negotiations
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 September 21, 2021, via Zoom video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Joel Paisner, General Counsel
Annette Johnson, Executive Assistant/Records Admin.
Will O'Donnell, Communications Director
Don McDaniel, PUD Consultant
Melanie Patterson, Human Resources Director
Kathy Feldman, Carr, Tuttle, Campbell

Cammy Brown, Recording Secretary

1. CALL TO ORDER. Commissioner Dan Toepper called the Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners for September 21, 2021, to order at 4:00 p.m. and read the Governor's Extended Proclamation 20-28 in response to the COVID-19 pandemic.

Roll call was taken of the Jefferson County Public Utility District No. 1 Board of Commissioners. All three commissioners were present. It was determined there was a quorum.

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Jefferson County PUD
BOC Special Meeting – Executive Session
Ongoing Union Negotiations
September 21, 2021
Draft Minutes

2. **AGENDA REVIEW.** Commissioner Dan Toepper presented the agenda and announced that no action would be taken after the Executive Session.

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

3. **EXECUTIVE SESSION.** Commissioner Dan Toepper announced that the Jefferson County PUD Board of Commissioners would dismiss into Executive Session per RCW 42.30.110(4)(a) to discuss ongoing union negotiations.

The Executive Session convened at 4:02 p.m. with an estimated in session time of 40 minutes.

Commissioner Dan Toepper announced at 4:38 p.m. that another ten minutes was needed to extend the Executive Session which would be 4:48 p.m.

The Executive Session of the Jefferson County PUD BOC was reconvened at 4:38 p.m.

The Executive Session ended at 4:48 p.m. There was no action taken.

The September 21, 2021, Special Meeting of the Jefferson County PUD Board of Commissioners reconvened at 4:48 p.m.

4. **AJOURNMENT:** Commissioner Dan Toepper declared the September 21, 2021, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners adjourned at 4:48 p.m.

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, 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**

August 23, 2021

Board of Commissioners

Special Meeting

Joint Discussion with

Citizen Advisory Board

Meter Replacement

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 2:30 p.m. on August 23, 2021, via Zoom video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Joel Paisner, General Counsel
Will O'Donnell, Communications Director
Jean Hall, Customer Service Director
Scott Bancroft, Operations Director
Don McDaniel, PUD Consultant
Josh Garlock, Lineman Superintendent
Kris Lott, Network Administrator
Samantha Harper, Engineering Director
Jessica Dillon, Citizen Advisory Board Chair
Gary Rowe, Citizen Advisory Board Member
Dan Taylor, Citizen Advisory Board Member
Jerry Wilson, Citizen Advisory Board Member
Tom Engel, Citizen Advisory Board Member
Bob McCauley, Citizen Advisory Board Member
Gordon Wilson, FCS Group
Cammy Brown, Recording Secretary

Page 1 of 3

Jefferson County PUD
BOC and CAB Joint Special Meeting
August 23, 2021
Draft Minutes

1. **CALL TO ORDER.** Commissioner Dan Toepper called the Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners for August 23, 2021, to order at 2:30 p.m. and read the Governor’s Extended Proclamation 20-28 in response to the COVID-19 pandemic.

Roll call was taken of the Jefferson County Public Utility District No. 1 Board of Commissioners. All three commissioners were present. It was determined there was a quorum.

Roll call was taken for the CAB (PUD Citizen Advisory Board). It was established there was a quorum of the CAB members.

2. **AGENDA REVIEW.** Commissioner Dan Toepper presented the agenda.

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

Public was allowed to participate as the meeting progressed.

3. **JOINT DISCUSSION WITH CAB: METER REPLACEMENT.** Gordon Wilson of FCS Group gave a presentation.

The CAB portion of the joint meeting adjourned at 3:46 p.m. The Jefferson County PUD No. 1 Board of Commissioners’ meeting continued.

4. **EXECUTIVE SESSION.** Per RCW 42.30.110(b) the Board of Commissioners will consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

Executive session began at 3:47 p.m. and estimated time needed for the meeting was ten minutes.

The Executive session concluded at 3:57 p.m. The Regular Session of the BOC was established. No action was taken.

5. **AJOURNMENT:** Commissioner Dan Toepper declared the August 23, 2021, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners adjourned at 3:59 p.m.

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

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

**September 14, 2021
Board of Commissioners
Special Meeting
Draft 2022 Budget
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 12:01 p.m. on September 14, 2021, via Zoom video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Joel Paisner, General Counsel
Annette Johnson, Executive Assistant/Records Admin.
Will O'Donnell, Communications Director
Jean Hall, Customer Service Director
Scott Bancroft, Operations Director
Don McDaniel, PUD Consultant
Josh Garlock, Lineman Superintendent
Samantha Harper, Engineering Director
Melanie Patterson, Human Resources Director
Lori Rae, Broadband Coordinator
Cammy Brown, Recording Secretary

1. CALL TO ORDER. Commissioner Dan Toepper called the Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners for September 14, 2021, to order at 12:01 p.m. and read the Governor's Extended Proclamation 20-28 in response to the COVID-19 pandemic.

Page 1 of 2

Jefferson County PUD
BOC Special Meeting Draft 2022 Budget
September 14, 2021
Draft Minutes



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

**October 14, 2021
Board of Commissioners
Special Meeting
Strategic Planning**

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 1:00 p.m. on October 14, 2021, via Zoom video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Kevin Streett, General Manager
Joel Paisner, General Counsel
Annette Johnson, Executive Assistant/Records Admin.
Will O'Donnell, Communications Director
Don McDaniel, PUD Consultant
Melanie Patterson, Human Resources Director
Cammy Brown, Recording Secretary

1. CALL TO ORDER. Commissioner Dan Toepper called the Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners for October 14, 2021, to order at 1:00 p.m. and read the Governor's Extended Proclamation 20-28 in response to the COVID-19 pandemic.

Commissioner Dan Toepper announced that the special meeting had to be adjourned. General Manager Kevin Streett stated that due to a scheduling conflict and the importance of this meeting, the meeting was adjourned until the regular BOC meeting on October 19, 2021. At the Board of Commissioners' meeting on October 19, 2021, a new date and time will be scheduled to continue the strategic planning meeting.

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Jefferson County PUD
BOC Special Meeting Strategic Planning
October 14, 2021
Draft Minutes

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 **\$3,456,975.59** on this **4TH** day of **JANUARY 2022** ;

Kenneth Collins President	Jeff Randall Vice President	Dan Toepper Secretary
------------------------------	--------------------------------	--------------------------

PAYMENTS TO BE APPROVED:

	WARRANTS		AMOUNT	DATE
Accounts Payable:	# 127780	to # 127835	\$ 851,343.22	12/9/2021
Accounts Payable:	# 127836	to # 127892	\$ 383,386.42	12/16/2021
Accounts Payable:	# 127893	to # 127946	\$ 494,882.98	12/23/2021
Payroll Checks:	# 70968	to # 70970	\$ 6,768.02	12/10/2021
Payroll Checks:	# 70971	to # 70973	\$ 5,789.33	12/24/2021
Payroll Direct Deposit:			\$ 162,786.45	12/10/2021
Payroll Direct Deposit:			\$ 156,475.17	12/24/2021

TOTAL INVOICES PAID	\$2,061,431.59
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	AMOUNT	DATE
BPA	\$ 1,395,544.00	12/13/2021

PAYMENT TOTAL	\$3,456,975.59
----------------------	-----------------------

VOIDED WARRANTS

127894	\$	45.00	
127910	\$	45.00	
127920	\$	45.00	
127926	\$	45.00	
127936	\$	45.00	

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: Mike Bailey
 Mike Bailey, Financial Director / District Auditor

12/30/2021
 Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 127780 to # 127835	\$ 851,343.22	12/9/2021
Accounts Payable:	# 127836 to # 127892	\$ 383,386.42	12/16/2021
Accounts Payable:	# 127893 to # 127946	\$ 494,882.98	12/23/2021
Payroll Checks:	# 70968 to # 70970	\$ 6,768.02	12/10/2021
Payroll Checks:	# 70971 to # 70973	\$ 5,789.33	12/24/2021
Payroll Direct Deposit:		\$ 162,786.45	12/10/2021
Payroll Direct Deposit:		\$ 156,475.17	12/24/2021
TOTAL INVOICES PAID		\$2,061,431.59	

	AMOUNT	DATE
WIRE TRANSFERS PAID		
BPA	\$ 1,395,544.00	12/13/2021

GRAND TOTAL **\$3,456,975.59**

VOIDED WARRANTS

127894	\$	45.00
127910	\$	45.00
127920	\$	45.00
127926	\$	45.00
127936	\$	45.00

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12/07/2021 To 12/28/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount	
127780	12/9/21	CHK	10688	MIKE BAILEY		
				PHONE ALLOWANCE - NOV 2021	36.00	
				PHONE ALLOWANCE - NOV 2021	9.00	
Total for Check/Tran - 127780:					45.00	
127781	12/9/21	CHK	9999	PATRICIA D BERRY	REFUND-SCOPE OF WORK CHANGE WO#121326	275.00
127782	12/9/21	CHK	10669	THOMAS S BROOKE	CLOTHING ALLOWANCE 2021	123.81
127783	12/9/21	CHK	10051	CITY OF PORT TOWNSEND-UTILITY	KEARNEY SUBST- NOV 2021	194.72
127784	12/9/21	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE NOV 2021	5,500.00
127785	12/9/21	CHK	10070	DOUBLE D ELECTRICAL, INC	310 4 CRNRS - 2021 ANNUAL GENERATOR SRVC	409.13
				310 4 CRNRS - 2021 ANNUAL GENERATOR SRVC	409.13	
				310 4 CRNRS - 2021 ANNUAL GENERATOR SRVC	409.13	
Total for Check/Tran - 127785:					1,227.39	
127786	12/9/21	CHK	10372	EVERGREEN COLLISION CENTER-SEQUVEH# 130 - TOW FROM MCINNIS RD.		1,037.95
127787	12/9/21	CHK	10094	GENERAL PACIFIC, INC	CROSSARM 3 3/4 " x 4 3/4 x 10'	3,940.69
				CROSSARM,WASHERS,BOLTS,CLAMPS,POLYMER	3,525.03	
				BOLT	742.53	
				CLEVIS	271.65	
				GROUND ROD CLAMP	112.37	
				LOCKNUT WASHER	190.93	
				WASHER	868.44	
				WIRE,INSULATOR,ARRESTER ELBOW,PINS,BOLTS	10,926.15	
				BOLT	932.80	
				CROSSARM PIN	154.92	
				POLE TOP PIN	608.78	
				SHOOT ON CARTRIDGE	1,207.74	
Total for Check/Tran - 127787:					23,482.03	
127788	12/9/21	CHK	10103	H D FOWLER	SHOP - SADDLE BODY,NUTS,SADDLE RANGE	943.24
				SHOP - METER SWIVEL VALVE	1,101.69	

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 127788:					2,044.93
127789 12/9/21	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	SHOP	24.51
127790 12/9/21	CHK	10396	JEAN M HALL	PHONE ALLOWANCE - NOV 2021	36.00
				PHONE ALLOWANCE - NOV 2021	9.00
Total for Check/Tran - 127790:					45.00
127791 12/9/21	CHK	10113	HRA VEBA TRUST CONTRIBUTIONS	VEBA BENEFIT NOVEMBER 2021	2,240.00
				VEBA DEDUCTION NOVEMBER 2021	1,375.00
Total for Check/Tran - 127791:					3,615.00
127792 12/9/21	CHK	10114	IBEW LOCAL UNION NO 77	UNION DUES IBEW - NOVEMBER 2021	2,214.82
127793 12/9/21	CHK	10839	IRBY ELECTRICAL UTILITES	POLE EYE PLATE GUY	484.40
				SPLICE, WIRE, AND COPPER SPLICE	3,450.44
				COPPER SPLICE	763.70
				SPLICE	3,927.60
Total for Check/Tran - 127793:					8,626.14
127794 12/9/21	CHK	10782	AMANDA D ISAAK	WELLNESS PROGRAM REIMBURSEMENT 2021	60.00
				WELLNESS PROGRAM REIMBURSEMENT 2021	15.00
Total for Check/Tran - 127794:					75.00
127795 12/9/21	CHK	10281	JEFFCO EFTPS	EMPLOYEES' MEDICARE TAX	3,880.64
				EMPLOYER'S MEDICARE TAX	3,578.74
				EMPLOYEES' FICA TAX	9,911.91
				EMPLOYER'S FICA TAX	9,911.91
				EMPLOYEES' FEDERAL WITHHOLDING	17,625.02
				EMPLOYEES' FEDERAL WITHHOLDING TAX	11,166.56
Total for Check/Tran - 127795:					56,074.78
127796 12/9/21	CHK	10122	JEFFERSON COUNTY DEPT OF COMMU	CONDITINAL USE PERMIT FOR WATER TANK	2,842.35
127797 12/9/21	CHK	10532	JEFFERSON COUNTY PUD PAYROLL	ACPR 12.10.2021-DIRECT DEPOSIT CHECKS	162,786.45
				PR 12.10.2021-MANUAL CHECKS	6,768.02

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 127797:					169,554.47
127798 12/9/21	CHK	10650	JEFFERSON TITLE COMPANY	EARNEST MNY FOR PURCH OF 191 OTTO ST,PT	30,000.00
127799 12/9/21	CHK	10320	ANNETTE JOHNSON	PHONE ALLOWANCE - NOV 2021	36.00
				PHONE ALLOWANCE - NOV 2021	9.00
Total for Check/Tran - 127799:					45.00
127800 12/9/21	CHK	9997	JODI A LEHMAN	2021 NET METER INCENTIVE PMT UPDATED	237.06
127801 12/9/21	CHK	10134	LEMAY MOBILE SHREDDING	SHRED 4CRNR NOV 21	149.61
				SHRED 4CRNR NOV 21	30.64
Total for Check/Tran - 127801:					180.25
127802 12/9/21	CHK	10142	MASON COUNTY PUD #1	MUTUAL AID STORM REPAIR 11/13-11/15/21	7,169.24
127803 12/9/21	CHK	10904	CALVIN MIZNER	WELLNESS PROGRAN REIMBURSMENT 2021	145.00
127804 12/9/21	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 4CRNR 2YRD CONT 1XWK NOV-21	166.37
				DISPOSAL 4CRNR 2YRD CONT 1XWK NOV-21	41.59
				2YD OCC-4CRNRS NOV 2021	120.73
				2YD OCC-4CRNRS NOV 2021	30.18
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL NOV 21	71.41
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL NOV 21	17.86
				DISPOSAL 21 KENNEDY NOV-21	37.65
				DISPOSAL 21 KENNEDY NOV-21	37.64
				DISPOSAL 210 2YD CONT 1XWK NOV-21	162.35
				DISPOSAL 210 2YD CONT 1XWK NOV-21	40.59
Total for Check/Tran - 127804:					726.37
127805 12/9/21	CHK	10667	NORTHWEST OPEN ACCESS NETWORK	FBRSHARE NOV 2021	1,137.50
127806 12/9/21	CHK	10164	NW LABORERS 252 (DUES)	UNION DUES LABORERS - NOVEMBER 2021	680.00
127807 12/9/21	CHK	10165	NW LABORERS-EMPLOYERS TRUST	FU MEDICAL PREMIUM JAN 2022	15,453.00
127808 12/9/21	CHK	10166	NWPPA	MEMBERSHIP RNWL 1YR 1/01/22-12/31/22	18,372.44

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
127809 12/9/21	CHK	10631	WILLIAM P O'DONNELL	PHONE ALLOWANCE - NOV 2021	36.00
				PHONE ALLOWANCE - NOV 2021	9.00
Total for Check/Tran - 127809:					45.00
127810 12/9/21	CHK	10169	OLYCAP	PWRBST/OLYCAP NOVEMBER 2021	1,196.61
127811 12/9/21	CHK	10740	PENINSULA FIRE, INC.	310 4CRNRS-2021 ANNL FIRE EXT INSPECTION	836.20
127812 12/9/21	CHK	10523	PENINSULA TRUCK LINES INC	FREIGHT - METER SHIPMENT	-37.74
				METER PALLET FREIGHT	452.44
Total for Check/Tran - 127812:					414.70
127813 12/9/21	CHK	10187	PITNEY BOWES-RESERVE ACCT	PRE-PAID POSTAGE	320.00
				PRE-PAID POSTAGE	80.00
Total for Check/Tran - 127813:					400.00
127814 12/9/21	CHK	9999	SOFIA PRINS	REFUND-TEMP POWER NO LONGER NEEDED	240.00
127815 12/9/21	CHK	10201	PUBLIC POWER COUNCIL	2022 ANNUAL DUES ASSESSMENT 1YR	19,940.00
127816 12/9/21	CHK	10203	PURMS JOINT SELF INSURANCE FUND	FRONTING&CYBER POL NOV21-NOV22	16,755.46
				HEALTH & WELFARE NOV 2021	79,364.67
Total for Check/Tran - 127816:					96,120.13
127817 12/9/21	CHK	10207	RAIN NETWORKS	MS PROJECT OPEN LICENSE 1YR	1,492.90
				MS PROJECT OPEN LICENSE 1YR	373.22
				NETMOTION WL SW 1Y THRU 9/30/2022	8,378.88
Total for Check/Tran - 127817:					10,245.00
127818 12/9/21	CHK	10358	DOUGLAS M REEDER	CLOTHING ALLOWANCE 2021	300.00
				WELLNESS PROGRAM REIMBURSEMENT 2021	30.00
Total for Check/Tran - 127818:					330.00
127819 12/9/21	CHK	10214	SEL SCHWEITZER ENGINEERING LABS	SCADA SWITCHES & EQUIPMENT	1,723.78
				SCADA SWITCHES & EQUIPMENT	336.03
				SCADA SWITCHES & EQUIPMENT	458.22

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				SCADA SWITCHES & EQUIPMENT	195.29
				Total for Check/Tran - 127819:	2,713.32
127820 12/9/21	CHK	10219	SHOLD EXCAVATING INC	INSTL W PIPE - HILDA ST 10/25-10/26/21	3,548.48
				INSTL W PIPE - HILDA ST 4/10-5/05/2020	2,191.18
				Total for Check/Tran - 127820:	5,739.66
127821 12/9/21	CHK	10331	ST VINCENT DE PAUL	PWRBST/ST VINCENT DE PAUL NOVEMBER 2021	1,196.60
127822 12/9/21	CHK	10400	DONALD K STREETT	PHONE ALLOWANCE - NOV 2021	45.00
127823 12/9/21	CHK	10302	1034 ERIC A THARALDSEN	DOT CDL PHYSICAL	150.00
127824 12/9/21	CHK	10727	TITAN ELECTRIC, INC	STORM RESTORATION 11/15-11/19/21	111,571.87
				STORM RESTORATION 11/15-11/19/21	27,892.96
				DOCK WORK WKENDING 10/4-10/28/21	51,290.28
				DOCK WORK WKENDING 10/4-10/28/21	12,096.53
				DOCK WORK WKENDING 10/4-10/28/21	9,489.94
				Total for Check/Tran - 127824:	212,341.58
127825 12/9/21	CHK	10553	TRANSFORMER TECHNOLOGIES, LLC.	SURPLUS TRANSFORMER DISPOSAL/TESTING	-184.28
				SURPLUS TRANSFORMER DISPOSAL	2,209.28
				Total for Check/Tran - 127825:	2,025.00
127826 12/9/21	CHK	10251	UGN - JEFFERSON COUNTY	UNITED GOOD NEIGHBORS EE	15.00
127827 12/9/21	CHK	10256	UTILITIES UNDERGROUND LOCATION	LOCATES - NOV 2021	78.69
				LOCATES - NOV 2021	69.66
				Total for Check/Tran - 127827:	148.35
127828 12/9/21	CHK	10328	VERIZON CONNECT NWF INC.	ALL VEH GPS NOV 2021	456.00
				ALL VEH GPS NOV 2021	228.06
				Total for Check/Tran - 127828:	684.06
127829 12/9/21	CHK	10258	VERIZON WIRELESS, BELLEVUE	CELL PHONE SERVICE QB10/16-11/15/2021	310.88
				CELL PHONE SERVICE QB10/16-11/15/2021	130.08
				CELL PHONE SERVICE QB10/16-11/15/2021	26.02

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				CELL PHONE SERVICE QB10/16-11/15/2021	134.43
				CELL PHONE SERVICE QB10/16-11/15/2021	188.59
				CELL PHONE SERVICE QB10/16-11/15/2021	65.47
				CELL PHONE SERVICE QB10/16-11/15/2021	117.51
				CELL PHONE SERVICE QB10/16-11/15/2021	65.47
				CELL PHONE SERVICE QB10/16-11/15/2021	8.18
				CELL PHONE SERVICE QB10/16-11/15/2021	68.74
				CELL PHONE SERVICE QB10/16-11/15/2021	15.61
				CELL PHONE SERVICE QB10/16-11/15/2021	42.46
				CELL PHONE SERVICE QB10/16-11/15/2021	18.21
				CELL PHONE SERVICE QB10/16-11/15/2021	23.01
				CELL PHONE SERVICE QB10/16-11/15/2021	13.64
				CELL PHONE SERVICE QB10/16-11/15/2021	114.64
				CELL PHONE SERVICE QB10/16-11/15/2021	13.64
				CELL PHONE SERVICE QB10/16-11/15/2021	114.64
				CELL PHONE SERVICE QB10/16-11/15/2021	52.04
				CELL PHONE SERVICE QB10/16-11/15/2021	104.85
				CELL PHONE SERVICE QB10/16-11/15/2021	20.81
				CELL PHONE SERVICE QB10/16-11/15/2021	43.63
				CELL PHONE SERVICE QB10/16-11/15/2021	58.26
				CELL PHONE SERVICE QB10/16-11/15/2021	91.24
				CELL PHONE SERVICE QB10/16-11/15/2021	41.62
				CELL PHONE SERVICE QB10/16-11/15/2021	10.88
				CELL PHONE SERVICE QB10/16-11/15/2021	140.86
				CELL PHONE SERVICE QB10/16-11/15/2021	39.00
				CELL PHONE SERVICE QB10/16-11/15/2021	221.15
				CELL PHONE SERVICE QB10/16-11/15/2021	39.22
				CELL PHONE SERVICE QB10/16-11/15/2021	31.22
				CELL PHONE SERVICE QB10/16-11/15/2021	10.91
				CELL PHONE SERVICE QB10/16-11/15/2021	14.56
				CELL PHONE SERVICE QB10/16-11/15/2021	22.82

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				CELL PHONE SERVICE QB10/16-11/15/2021	10.41
				CELL PHONE SERVICE QB10/16-11/15/2021	43.53
				CELL PHONE SERVICE QB10/16-11/15/2021	35.23
				CELL PHONE SERVICE QB10/16-11/15/2021	52.03
				SCADA CRADLEPNT DEVICE QB 10/20-11/19/21	1,074.62
				WIFI IN TRUCKS QB 10/20-11/19/21	455.28
				WIFI RANDOM QB 10/20-11/19/21	528.06
				WIFI IN TRUCKS QB 10/20-11/19/21	307.66
				WIFI IN TRUCKS QB 10/20-11/19/21	132.02
				SCADA CRDLEPNT DEVICE QB 10/23-11/22/21	74.15
Total for Check/Tran - 127829:					5,127.28
127830	12/9/21	CHK 10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE	11,958.82
				PL DEFERRED COMP ER	4,981.13
Total for Check/Tran - 127830:					16,939.95
127831	12/9/21	CHK 10265	WA STATE DEPT OF RETIREMENT	SYSTIRETIREMENT/REPORT #8828 NOV 2021-PERS 2	85,092.00
				RETIREMENT/REPORT #8828 NOV 2021-PERS 3	8,928.28
Total for Check/Tran - 127831:					94,020.28
127832	12/9/21	CHK 10337	WA STATE DEPT OF TRANSPORTATION	UTILITY ACCMDTN APP FOR SR116 5.81-5.82	500.00
127833	12/9/21	CHK 10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE	165.50
127834	12/9/21	CHK 10680	WELLSPRING FAMILY SERVICES	EAP SVC- NOV 2021	46.65
				EAP SVC- NOV 2021	11.66
Total for Check/Tran - 127834:					58.31
127835	12/9/21	CHK 10271	WESCO RECEIVABLES CORP	WIRE 1/0 AL URD CN PRI 15KV	28,556.93
127836	12/16/21	CHK 10002	A WORKSAFE SERVICE, INC	DRUG TEST (3)	189.00
				ON SITE FEE	190.00
Total for Check/Tran - 127836:					379.00
127837	12/16/21	CHK 10004	A+ EQUIPMENT RENTALS	AIR COMPRESSOR RNTL 10/27 TITAN	164.22

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127838 12/16/21	CHK	10310	KURT W ANDERSON	BOOT/TOOL ALLOWANCE 2021	119.67
127839 12/16/21	CHK	10451	ASCENT LAW PARTNERS LLP	FLAT FEE BOC MEETINGS (225-104) NOV 2021	5,600.00
				FLAT FEE BOC MEETINGS (225-104) NOV 2021	1,400.00
				GENERAL UTILITY (225-102) NOV 2021	9,720.00
				GENERAL UTILITY (225-102) NOV 2021	2,392.50
				Total for Check/Tran - 127839:	19,112.50
127840 12/16/21	CHK	10906	JOSHUA M BEADLE	BOOT/TOOL ALLOWANCE 2021	266.20
127841 12/16/21	CHK	9999	RANDI BLOSSOM	REFUND - TRANSFORMER SHORTAGE	1,408.00
127842 12/16/21	CHK	10339	BORDER STATES ELECTRIC	SHOOT ON CARTRIDGE	440.50
127843 12/16/21	CHK	10044	CENTURY LINK QCC-P	PHONE SERVICE- NOV 2021	10.11
				PHONE SERVICE- NOV 2021	2.53
				Total for Check/Tran - 127843:	12.64
127844 12/16/21	CHK	10046	CENTURYLINK	LOW SPD DATA & 2WIRE DEC 2021	78.06
				LOW SPD DATA & 2WIRE DEC 2021	19.51
				LOW SPD DATA & 2WIRE DEC 2021	31.17
				LOW SPD DATA & 2WIRE DEC 2021	7.79
				Total for Check/Tran - 127844:	136.53
127845 12/16/21	CHK	10685	CINTAS CORPORATION	OPS - FIRST AID RESTOCK	237.05
				OPS - FIRST AID RESTOCK	59.27
				Total for Check/Tran - 127845:	296.32
127846 12/16/21	CHK	10752	COHO PRINTING	PRINTING-PUD OH CONSTRUCTION STANDARDS	156.48
127847 12/16/21	CHK	10053	COMPUNET, INC	IT PROF SVC-GEN CISCO VOICE NOV-2021	90.00
				IT PROF SVC-GEN CISCO VOICE NOV-2021	22.50
				Total for Check/Tran - 127847:	112.50
127848 12/16/21	CHK	10621	CRAIG LABENZ	WEBSITE DEVELOPMENT - OCT-NOV 2021	882.32
				WEBSITE DEVELOPMENT - OCT-NOV 2021	220.59
				Total for Check/Tran - 127848:	1,102.91

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127849 12/16/21	CHK	10815	DANIEL ANDERSON TRUCKING&EXCA	SR 20 - HAULING,ROAD BULD,&POLE SET	26,082.63
127850 12/16/21	CHK	10078	ESCI	ESCI SAFETY TRAINING - DEC 2021	1,905.00
127851 12/16/21	CHK	10404	FARWEST LINE SPECIALTIES LLC	GOLIGHT STRYKER LED-WHITE LED SPOTLIGHT	-119.94 1,459.85
Total for Check/Tran - 127851:					1,339.91
127852 12/16/21	CHK	10085	FASTENAL	WAREHOUSE-WASHERS/BOLTS MRKNG PAINT BATTERIES BATTERIES	109.89 43.27 8.17 8.17
Total for Check/Tran - 127852:					169.50
127853 12/16/21	CHK	10821	FCS GROUP	RATE STUDY SRVC - NOVEMBER 2021 RATE STUDY SRVC - NOVEMBER 2021	522.50 522.50
Total for Check/Tran - 127853:					1,045.00
127854 12/16/21	CHK	10094	GENERAL PACIFIC, INC	TRAN 3P PAD 1500KVA & TRAN 3P PAD 2000KV WATER METER DIAL QTY12 WATER METER DIAL QTY24 BUSHING COVER CROSSARM FIBERGLASS PUPI ARM 8'	60,765.43 1,119.37 3,757.40 1,017.90 3,178.08
Total for Check/Tran - 127854:					69,838.18
127855 12/16/21	CHK	10454	GLOBAL RENTAL COMPANY INC	VEH#415 - INSTALL STROBE LIGHT&LIGHT BAR VEH#415 - INSTALL STROBE LIGHT&LIGHT BAR VEH# 415-AT40G BKT RENTAL 12/4-12/28/21 AT37-G BUCKETRNTL VEH#410 12/04-12/31/21 SPLICER LABTRK RNTLVEH#421 12/6-12/31/21 SPLICER LABTRK RNTLVEH#421 DELIVERY FEE AT40-G BUCKETRNTL VEH#416 12/08-1/4/22 AA55 DBLMN BUCKET VEH#414 12/8-1/4/22	1,211.01 -101.01 2,943.00 2,725.00 2,730.33 4,505.05 2,953.80 3,719.60
Total for Check/Tran - 127855:					20,686.78

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127856 12/16/21	CHK	10095	GOOD MAN SANITATION, INC	310 4CRNRS-RESTROOM UNIT 11/09-12/05/21	122.40
				310 4CRNRS-RESTROOM UNIT 11/09-12/05/21	30.60
Total for Check/Tran - 127856:					153.00
127857 12/16/21	CHK	10098	GRAINGER	VERTICAL RACKS	1,056.31
127858 12/16/21	CHK	10103	H D FOWLER	3" 511 COUPLING ROMAC	202.69
				SHOP-FLANGE,BUSHING,ADAPTER,COUPLING	65.20
Total for Check/Tran - 127858:					267.89
127859 12/16/21	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	VEH 131 STOCK-DUO POWER ANCHOR	20.72
				TREATMENT PLANT-ENAMEL	49.01
				AIR PORT WELL-OIL FILL RADIATOR	87.27
				VEH# 121 SUPER GLUE	6.54
				SHOP - STORAGE CRATE	40.32
Total for Check/Tran - 127859:					203.86
127860 12/16/21	CHK	10839	IRBY ELECTRICAL UTILITES	EXTENSION LINK	137.47
				SIDEBY	155.79
Total for Check/Tran - 127860:					293.26
127861 12/16/21	CHK	10126	JEFFERSON COUNTY PUBLIC WORKS	ANNL: PERMITS ELECTRICAL 1/1-12/31/2022	214.50
				ANNL: PERMITS ELECTRICAL 1/1-12/31/2022	214.50
Total for Check/Tran - 127861:					429.00
127862 12/16/21	CHK	10129	JIFFY LUBE	VEH#211 - OIL CHANGE	121.44
127863 12/16/21	CHK	9998	ANDY KARLSNES	Credit Balance Refund	449.00
127864 12/16/21	CHK	10710	LANGUAGE LINK	INTERPRETER SERVICE - NOV 2021	2.64
				INTERPRETER SERVICE - NOV 2021	0.66
Total for Check/Tran - 127864:					3.30
127865 12/16/21	CHK	10136	LES SCHWAB TIRES	VEH#130 - TIRES	4,197.99
127866 12/16/21	CHK	10903	MORPAC INDUSTRIES, INC	REPLACEMENT ARC HORNS	219.06

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127867	12/16/21	CHK	10163	NORWEST CUSTODIAL SERVICES, INC. CUSTODIAL SVC - NOV 2021	1,302.00	
				CUSTODIAL SVC - NOV 2021	325.50	
Total for Check/Tran - 127867:					1,627.50	
127868	12/16/21	CHK	10166	NWPPA	ENGINEERING&OPS CONF 4/22/22 REG FEE	700.00
127869	12/16/21	CHK	10167	OFFICE DEPOT	OPERATIONS - OFFICE SUPPLIES	74.92
				OPERATIONS - OFFICE SUPPLIES	18.73	
				OPERATIONS - OFFICE SUPPLIES	97.50	
				OPERATIONS - OFFICE SUPPLIES	24.38	
				WTRCRW/LNECRW/OPS - OFFICE SUPPLIES	107.46	
				WTRCRW/LNECRW/OPS - OFFICE SUPPLIES	26.87	
Total for Check/Tran - 127869:					349.86	
127870	12/16/21	CHK	10168	OLDCASTLE INFRASTRUCTURE	CONCRETE VAULT BASE&CONCRETE VAULT LID	27,269.55
127871	12/16/21	CHK	10170	OLYMPIC EQUIPMENT RENTALS	FLEET - SPARK PLUG	6.54
				EXCAVATOR RNTL - 29 FOSTER	224.19	
				SHOP - BOOSTER CABLE	11.44	
				WTR LINE REPAIR - EXCAVATOR RENTAL	332.76	
Total for Check/Tran - 127871:					574.93	
127872	12/16/21	CHK	10171	ON LINE INFORMATION SERVICES	ONLINE UTILITY EXG REPORT - NOV 2021	247.52
127873	12/16/21	CHK	10175	PACIFIC UNDERWRITERS CORP	LIFE - JAN 2022	114.85
				LTD - JAN 2022	1,706.37	
Total for Check/Tran - 127873:					1,821.22	
127874	12/16/21	CHK	10181	PENINSULA PEST CONTROL	PEST SVC QRTLTY-PH BISHOP HILL	49.10
				CRPNTRANT SVC BIM-OLYRIDG DR	65.46	
				RODENT SVC MO 310 FOUR CRNRS DEC 2021	65.46	
				RODENT SVC MO 310 FOUR CRNRS DEC 2021	16.37	
				BI-MONTHLY OHA SVC 310 4 CRNR DEC 2021	69.82	
				BI-MONTHLY OHA SVC 310 4 CRNR DEC 2021	17.46	
				RODENT SVC MO 210 FOUR CRNRS DEC 2021	61.10	

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				RODENT SVC MO 210 FOUR CRNRS DEC 2021	15.27
Total for Check/Tran - 127874:					360.04
127875	12/16/21	CHK 10761	PERFORMANCE VALIDATION	COMMISSIONING AGENT-OPS BUILDING NOV2021	529.34
127876	12/16/21	CHK 10190	PNWS-AWWA	2022 WWUC MEMBERSHIP DUES	250.00
127877	12/16/21	CHK 10193	PORT TOWNSEND LEADER	LEGALS: REQ PROPOSAL FTTU PASSIVE	54.00
				LEGALS:REQ PROP METRNG SYS 11/3&11/10/21	100.00
				EMPLOY SRVC:CSR RECRUIT 11/17&11/24/21	50.80
				DISPLAY: 3X10 GOOD WRKS 11/17/21	420.00
				EMPLOY SRVC:CSR RECRUIT 11/17&11/24/21	12.70
				DISPLAY: 3X10 GOOD WRKS 11/17/21	105.00
Total for Check/Tran - 127877:					742.50
127878	12/16/21	CHK 10195	PRECISION FIBER, INC	FIBER SPLIC SRVC-315 10TH ST.	638.24
				FIBER SPLIC SRVC-835 JEFFERSON ST.	638.23
				FIBER SPLIC SRVC-315 10TH&835 JEFFERSON	-106.47
Total for Check/Tran - 127878:					1,170.00
127879	12/16/21	CHK 10197	PRINTERY COMMUNICATIONS	SCAN - BECKETT POINT SEWER PLANS	38.15
127880	12/16/21	CHK 10471	RICOH USA , INC.- DALLAS	4CORNERS (MOD DBW) RENT 12/18-1/17/22	69.72
				4CORNERS (MOD DBW) RENT 12/18-1/17/22	17.44
				4CORNERS (MOD TRPLW) RENT 12/19-1/18/22	81.48
				4CORNERS (MOD TRPLW) RENT 12/19-1/18/22	20.38
Total for Check/Tran - 127880:					189.02
127881	12/16/21	CHK 10210	RICOH USA, INC	WORKROOM (0109) IMAGES NOV 2021	41.73
				WORKROOM (0109) IMAGES NOV 2021	10.44
				310 TRPWID 4CRNRS (7683) IMAGES NOV2021	11.53
				310 TRPWID 4CRNRS (7683) IMAGES NOV2021	2.89
				310 HROFFICE (7427) IMAGES NOV 2021	28.48
				310 HROFFICE (7427) IMAGES NOV 2021	7.13
				210 4CRNRS (0626) IMAGES NOV 2021	509.36

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				210 4CRNRS (0626) IMAGES NOV 2021	127.35
Total for Check/Tran - 127881:					738.91
127882	12/16/21	CHK 10869	RITZ SAFETY LLC	FR CLOTHING	439.17
				FR CLOTHING	62.56
				FR CLOTHING	73.49
				FR CLOTHING	61.57
				FR CLOTHING	80.41
Total for Check/Tran - 127882:					717.20
127883	12/16/21	CHK 10832	RJB WHOLESALE INC.	PVC CONDUIT1 1/2"&PVC CONDUIT 4"	138,238.43
127884	12/16/21	CHK 10212	ROHLINGER ENTERPRISES INC	RECNDTN/TSTNG: ANNUAL HOTSTICK TESTING	147.29
127885	12/16/21	CHK 10216	SECURITY SERVICES NW, INC.	ANSWER SVC FOR DEC 2021	2,073.98
				ANSWER SVC FOR DEC 2021	2,073.98
				ANSWER SVC FOR DEC 2021	1,037.00
Total for Check/Tran - 127885:					5,184.96
127886	12/16/21	CHK 10219	SHOLD EXCAVATING INC	CHIMACUM CREEK DR EXTENSION# 221093	9,036.28
				CHIMACUM CREEK DR EXTENSION# 721007	2,259.08
				CHIMACUM CREEK DR EXTENSION# 421002	37,820.45
				LANDSCAPE MATERIALS	20.73
Total for Check/Tran - 127886:					49,136.54
127887	12/16/21	CHK 10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING:COLI/ECOLI MO 11/24/21	23.00
				TESTING:COLI/ECOLI MO 11/24/21	23.00
				TESTING:COLI/ECOLI MO 11/24/21	23.00
				TESTING:COLI/ECOLI MO 11/24/21	23.00
Total for Check/Tran - 127887:					92.00
127888	12/16/21	CHK 10406	STATE OF WASHINGTON - DNR	PERMIT RENEWAL FOR TIMBER SALE AT P.LAKE	150.00
127889	12/16/21	CHK 10252	ULINE	FLAGS	199.24
127890	12/16/21	CHK 10479	WAPRO	MEMBERSHIP DUES 2021-2022 AJ 1YR	20.00

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				MEMBERSHIP DUES 2021-2022 AJ 1YR	5.00
Total for Check/Tran - 127890:					25.00
127891	12/16/21	CHK	10496	WELLS FARGO VENDOR FIN SERV	
				310 4CRNRS WKRM COPIER RNTL DEC 2021	235.44
				310 4CRNRS WKRM COPIER RNTL DEC 2021	48.22
				4CRNRS COPYRNT DEC 21	315.09
				4CRNRS COPYRNT DEC 21	78.77
Total for Check/Tran - 127891:					677.52
127892	12/16/21	CHK	10274	WESTBAY AUTO PARTS, INC.	
				FUEL ISLAND - 55 GALLON DRUMS	25.02
				RETURN - VEH# 105 - BATTERY	-136.89
				VEH# 105 - BATTERY	141.00
				TOOL - WRENCH	11.99
Total for Check/Tran - 127892:					41.12
127893	12/23/21	CHK	10481	AMAZON	
				UNI USB C TO 4-PORT USB HUB	118.64
				UNI USB C TO 4-PORT USB HUB	29.66
				12V POWER SUPPLY	8.72
				12V POWER SUPPLY	2.18
				SPARE TRUCK KEY LOCK BOX	101.41
				T HANDLE HEX SET	142.58
				TAP	11.74
				SOCKET SET	175.65
				T HANDLE HEX SET	42.54
Total for Check/Tran - 127893:					633.12
127894	12/23/21	CHK	10688	MIKE BAILEY	
				PHONE ALLOWANCE - DEC 2021	36.00 VOID
				PHONE ALLOWANCE - DEC 2021	9.00 VOID
Total for Check/Tran - 127894:					45.00 VOID
127895	12/23/21	CHK	10027	BERNT ERICSEN EXCAVATING, INC	
				EXCAVATING - 2369 GARDINER	3,813.05
				EXCAVATING - RAINIER ST.	3,319.37
				EMRGNCY EXCAVATING - 980 N. BAY WAY	3,648.03
Total for Check/Tran - 127895:					10,780.45

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127896	12/23/21	CHK	10623	CARL H. JOHNSON & SON EXCAVATING	METER INSTL - W. ARDEN ST 10/21/21	1,691.05
				421 MUMBY RD - CLEAN UP	927.35	
				EXCAVATE&INSTALL-LELAND VALLEY RD. W	19,856.20	
				EXCAVATE/INSTALL - LELAND VALLEY RD. W	11,598.69	
Total for Check/Tran - 127896:					34,073.29	
127897	12/23/21	CHK	10843	CCG CONSULTING	FIBER POLICY & PROCEDURE NOV 2021	4,394.00
127898	12/23/21	CHK	10045	CENTURY LINK-S	PHONE SERVICE DEC 2021	113.85
				PHONE SERVICE DEC 2021	28.46	
				PHONE SERVICE DEC 2021	45.78	
				PHONE SERVICE DEC 2021	11.44	
Total for Check/Tran - 127898:					199.53	
127899	12/23/21	CHK	10346	CLALLAM COUNTY PUD	AUTO SPLICE	1,363.20
127900	12/23/21	CHK	10780	DELL BUSINESS CREDIT	DELL 24" MONITOR QTY 3	664.48
				DELL 24" MONITOR QTY 3	166.11	
				OPTIPLEX 7090 MICRO	2,118.91	
				OPTIPLEX 7090 MICRO	529.73	
				DELL 24 MONITOR QTY 4	807.82	
				DELL 24 MONITOR QTY 4	201.95	
				PRECISION 3561 WORKSTATION	2,257.25	
				PRECISION 3561 WORKSTATION	564.31	
Total for Check/Tran - 127900:					7,310.56	
127901	12/23/21	CHK	10806	MELANIE R DES MARAIS	WELLNESS PROGRAM REIMBURSEMENT 2021	198.36
				WELLNESS PROGRAM REIMBURSEMENT 2021	49.60	
Total for Check/Tran - 127901:					247.96	
127902	12/23/21	CHK	10292	DAVID E ELIAS	BOOT/TOOL ALLOWANCE 2021	289.05
127903	12/23/21	CHK	10355	ENERGY NORTHWEST	CYBER SECURITY SERVICES AUDIT 2021	28,623.49
				CYBER SECURITY SERVICES AUDIT 2021	7,155.88	
Total for Check/Tran - 127903:					35,779.37	

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127904 12/23/21	CHK	10293	JOSE M ESCALERA-ESTRADA	EMPLOYEE CLOTHING ALLOWANCE 2021	116.74
127905 12/23/21	CHK	10085	FASTENAL	MARK TAPE, CABLE TIE, SPRAY PAINT SAFETY GLASSES TAPE VENDING MACHINE RESTOCK BATTERIES SAFETY GLASSES GLOVES VENDING MACHINE RESTOCK	71.64 20.61 36.06 15.20 2.89 6.06 11.22 157.93
Total for Check/Tran - 127905:					321.61
127906 12/23/21	CHK	9999	GBF CATERING	EMPLOYEE APPRECIATION LUNCH EMPLOYEE APPRECIATION LUNCH	998.48 249.62
Total for Check/Tran - 127906:					1,248.10
127907 12/23/21	CHK	9998	JULIA GOINS	Credit Balance Refund	482.68
127908 12/23/21	CHK	10098	GRAINGER	MIDSPAN SLITTER	208.46
127909 12/23/21	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	VEH# 421 - BUNGEE CORDS TREATMENT PLANT - CEMENT WELD KIT TREATMENT PLANT - VALVE AIRPORT WELL - ALU THRESHOLD TREATMENT PLANT - BLU MARK PAINT TREATMENT PLANT - BRASS COUPLING	13.46 9.81 35.24 41.52 7.63 91.58
Total for Check/Tran - 127909:					199.24
127910 12/23/21	CHK	10396	JEAN M HALL	PHONE ALLOWANCE - DEC 2021 PHONE ALLOWANCE - DEC 2021	36.00 VOID 9.00 VOID
Total for Check/Tran - 127910:					45.00 VOID
127911 12/23/21	CHK	9998	CHARLES INGALLS	Credit Balance Refund	537.51
127912 12/23/21	CHK	10518	J HARLEN COMPANY	DRILL BIT	38.49

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				PRUNNIG SAW	54.40
Total for Check/Tran - 127912:					92.89
127913	12/23/21	CHK	10281	JEFFCO EFTPS	
				EMPLOYEES' MEDICARE TAX	3,820.79
				EMPLOYER'S MEDICARE TAX	3,455.79
				EMPLOYEES' FICA TAX	9,213.06
				EMPLOYER'S FICA TAX	9,213.06
				EMPLOYEES' FEDERAL WITHHOLDING	18,294.63
				EMPLOYEES' FEDERAL WITHHOLDING TAX	10,956.96
Total for Check/Tran - 127913:					54,954.29
127914	12/23/21	CHK	10122	JEFFERSON COUNTY DEPT OF COMMU	
				PERMIT - SHNPLATLUD - ADD'L PERMIT FEES	98.70
				STORMWATER/ENVIR HEALTH REVIEW FEES	816.00
Total for Check/Tran - 127914:					914.70
127915	12/23/21	CHK	10126	JEFFERSON COUNTY PUBLIC WORKS	
				ANNUAL UTILITY PERMIT 1/1-12/31/2022	429.00
127916	12/23/21	CHK	10532	JEFFERSON COUNTY PUD PAYROLL ACPR	
				12.24.2021-DIRECT DEPOSIT	156,475.17
				PR 12.24.2021-MANUAL	5,789.33
Total for Check/Tran - 127916:					162,264.50
127917	12/23/21	CHK	10128	JEFFERSON COUNTY TREASURER	
				NOVEMBER 2021 B&O TAX	147,382.01
				NOVEMBER 2021 B&O TAX	-143,251.74
Total for Check/Tran - 127917:					4,130.27
127918	12/23/21	CHK	10885	JEFFERSON FIBER, LLC	
				REFUND 7 WORK ORDERS THAT ARE CLOSING	2,450.00
127919	12/23/21	CHK	10129	JIFFY LUBE	
				VEH# 206 - OIL CHANGE	77.86
127920	12/23/21	CHK	10320	ANNETTE JOHNSON	
				PHONE ALLOWANCE - DEC 2021	36.00 VOID
				PHONE ALLOWANCE - DEC 2021	9.00 VOID
Total for Check/Tran - 127920:					45.00 VOID
127921	12/23/21	CHK	10330	KARR TUTTLE CAMPBELL	
				PROFESSION SVC: NOV 2021	3,739.40
				PROFESSION SVC: NOV 2021	934.85
Total for Check/Tran - 127921:					4,674.25

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
127922 12/23/21	CHK	10286	L & J ENTERPRISES	REMOVE DROP BOX - 310 4 CRNRS	3,921.50
				REMOVE DROP BOX - 310 4 CRNRS	980.37
				CLEAR AROUND POLES&LAY CLOTH-E.QUILCENE	5,405.99
				EMRGNCY EXCAVATING - HWY20 TRANSM LINE	34,096.56
				REROUT CONDUIT TO POLE - HOWARD ST.	1,172.83
				EXCAVATING - SKEEL WAY P.LUDLOW	2,018.35
				EXCAVTNG&INSTALL FBR-FAIRMOUNT TO IRONDA	8,918.93
				EXCAVATING - PINECREST DR.	654.60
				EXCAVATING - 5473 CAPE GEORGE RD.	2,215.67
Total for Check/Tran - 127922:					59,384.80
127923 12/23/21	CHK	10309	NISC	RECURRING INVOICE NOV 2021	1,102.39
				RECURRING INVOICE NOV 2021	229.34
				RECURRING INVOICE NOV 2021	1,816.02
				RECURRING INVOICE NOV 2021	497.80
				RECURRING INVOICE NOV 2021	497.80
				RECURRING INVOICE NOV 2021	9,143.23
				RECURRING INVOICE NOV 2021	939.77
				RECURRING INVOICE NOV 2021	103.20
				RECURRING INVOICE NOV 2021	1,595.87
				RECURRING INVOICE NOV 2021	336.60
				RECURRING INVOICE NOV 2021	22.93
				PRINT SVCS INVOICE NOV 2021	2,151.28
				PRINT SVCS INVOICE NOV 2021	6,150.84
				PRINT SVCS INVOICE NOV 2021	1,289.50
				PRINT SVCS INVOICE NOV 2021	537.81
				PRINT SVCS INVOICE NOV 2021	1,537.71
				PRINT SVCS INVOICE NOV 2021	322.37
				MISC NOV 2021	605.72
				MISC NOV 2021	151.44
Total for Check/Tran - 127923:					29,031.62

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12/07/2021 To 12/28/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
127924 12/23/21	CHK	10322	NRC ENVIRONMENTAL SERVICES, INC	SAMPLE - 611 CEDAR AVE #36	5,691.19
127925 12/23/21	CHK	10166	NWPPA	ENGINEERING&OPER CONF 4/12/2022 CFO & SENIOR ACCT WEBINAR SERIES CFO & SENIOR ACCT WEBINAR SERIES	2,800.00 1,000.00 250.00
Total for Check/Tran - 127925:					4,050.00
127926 12/23/21	CHK	10631	WILLIAM P O'DONNELL	PHONE ALLOWANCE - DEC 2021 PHONE ALLOWANCE - DEC 2021	36.00 VOID 9.00 VOID
Total for Check/Tran - 127926:					45.00 VOID
127927 12/23/21	CHK	10167	OFFICE DEPOT	OPS TRIPLE WIDE - ENVELOPE OPS TRIPLE WIDE - ENVELOPE TRIPLE WIDE - LAMINATION CARTRIDGE REFIL TRIPLE WIDE - LAMINATION CARTRIDGE REFIL OPS - DESK CALENDAR OPS - DESK CALENDAR OPERATIONS - OFFICE SUPPLIES OPERATIONS - OFFICE SUPPLIES JANITOR CLOSET SUPPLIES JANITOR CLOSET SUPPLIES OPERATIONS - JANITOR CLOSET OPERATIONS - JANITOR CLOSET OPS/TRIPLE WIDE - OFFICE SUPPLIES OPS/TRIPLE WIDE - OFFICE SUPPLIES	4.10 1.02 53.20 13.30 12.54 3.14 31.42 7.85 249.59 62.40 13.06 3.26 26.51 6.63
Total for Check/Tran - 127927:					488.02
127928 12/23/21	CHK	10170	OLYMPIC EQUIPMENT RENTALS	WAREHOUSE - TRUCK BRUSH COMPACTORUPRI FOR WATER METER INSTL	23.99 49.10
Total for Check/Tran - 127928:					73.09
127929 12/23/21	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 11/19-12/15/2021 TRANSCRIPTION SVC 11/19-12/15/2021	329.00 82.25
Total for Check/Tran - 127929:					411.25

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12/07/2021 To 12/28/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
127930 12/23/21	CHK	10181	PENINSULA PEST CONTROL	CRPNTRANT SVC QRTLTY-PH SKYWATER	54.55
				QRTLTY GP SVC MATS VIEW TERRACE	60.01
Total for Check/Tran - 127930:					114.56
127931 12/23/21	CHK	10188	PLATT ELECTRIC SUPPLY	CONDUIT	4.75
127932 12/23/21	CHK	10197	PRINTERY COMMUNICATIONS	SCAN CONSTRUCTION DOCS	10.90
127933 12/23/21	CHK	10216	SECURITY SERVICES NW, INC.	MAILERS FOR TREE TRIMMING	199.75
127934 12/23/21	CHK	10219	SHOLD EXCAVATING INC	REPLACE PUMP - KALA PT. VILLAGE	1,756.67
127935 12/23/21	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI - QUIMPER	23.00
				TESTING: COLI/E.COLI P/A	23.00
				TESTING: COLI/E.COLI P/A	23.00
				TESTING: COLI/E.COLI P/A	23.00
				TESTING: COLI/E.COLI P/A	23.00
				TESTING: NITRATE	28.00
				TESTING: NITRATE	28.00
				TESTING: NITRATE	28.00
				TESTING: NITRATE	56.00
				TESTING: CBOD/N/TKN/TSS - OCEAN GROVE	153.00
				TESTING: MF/TSS/TKN/N/CBOD - SENIOR 7	185.00
Total for Check/Tran - 127935:					731.00
127936 12/23/21	CHK	10400	DONALD K STREETT	PHONE ALLOWANCE - DEC 2021	45.00
127937 12/23/21	CHK	10576	TCF ARCHITECTURE, PLLC	ARCH-CONSTRCTN ADD'L SVC NOV-2021	2,574.50

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12/07/2021 To 12/28/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
127938	12/23/21	CHK	10727	TITAN ELECTRIC, INC	
				DOCK WORK WKENDING 11/6-11/20/21	31,029.94
				DOCK WORK WKENDING 11/6-11/20/21	6,119.68
Total for Check/Tran - 127938:					37,149.62
127939	12/23/21	CHK	10733	DANIEL S TOEPPER	
				MNGR MTNG,TECH SUPRT,MAIL P/U 8/1-12/21/	171.58
				MNGR MTNG,TECH SUPRT,MAIL P/U 8/1-12/21/	42.90
Total for Check/Tran - 127939:					214.48
127940	12/23/21	CHK	10251	UGN - JEFFERSON COUNTY	
				UNITED GOOD NEIGHBORS EE	15.00
127941	12/23/21	CHK	10252	ULINE	
				JANITORS SUPPLIES	861.80
				JANITORS SUPPLIES	215.43
Total for Check/Tran - 127941:					1,077.23
127942	12/23/21	CHK	10737	VAN ALLER SURVEYING	
				SURVEY-TRAVERSE,LOCATE PWRPOLE&LNE ELEVA	750.00
127943	12/23/21	CHK	10260	WA STATE DEFERRED COMPENSATIONERROR (TYPO) WHEN ENTERING INFORMATION	-0.50
				PL DEFERRED COMP EE	11,681.79
				PL DEFERRED COMP ER	4,832.04
Total for Check/Tran - 127943:					16,513.33
127944	12/23/21	CHK	10267	WA STATE SUPPORT REGISTRY	
				PL CHILD SUPPORT EE	165.50
127945	12/23/21	CHK	10304	COLTON L WORLEY	
				STORM OUTAGE FOOD 11/13/2021	102.51
				BOOT/TOOL ALLOWANCE 2021	294.58
Total for Check/Tran - 127945:					397.09
127946	12/23/21	CHK	10278	WPUDA	
				POWER SPEAKER LUNCH TBA	16.00
				POWER SPEAKER LUNCH TBA	4.00
				POWER LUNCH SPEAKER TBA	16.00
				POWER LUNCH SPEAKER TBA	4.00
				MONTHLY DUES - DEC 2021	4,612.80
				MONTHLY DUES - DEC 2021	1,153.20
				2021 ANNUAL CONFERENCE REGISTRATION	80.00
				2021 ANNUAL CONFERENCE REGISTRATION	20.00
Total for Check/Tran - 127946:					5,906.00

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Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
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	Total Payments for Bank Account - 1 :	(162)	1,729,612.62
	Total Voids for Bank Account - 1 :	(5)	225.00
	Total for Bank Account - 1 :	(167)	1,729,837.62
	Grand Total for Payments :	(162)	1,729,612.62
	Grand Total for Voids :	(5)	225.00
	Grand Total :	(167)	1,729,837.62

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Accounts Payable Check Register

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12/07/2021 To 12/28/2021

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
160 12/13/21	WIRE	10279	BPA-WIRE TRANSFER	PURCHASED POWER OCT 2021	1,246,350.00
				TRANSMISSION OCT 2021	146,490.00
				REGIONAL COORD SVC OCT 2021	1,352.00
				REGIONAL COMP ENFOR OCT 2021	1,352.00
Total for Check/Tran - 160:					1,395,544.00

Total Payments for Bank Account - 1 :	(1)	1,395,544.00
Total Voids for Bank Account - 1 :	(0)	0.00
Total for Bank Account - 1 :	(1)	1,395,544.00
Grand Total for Payments :	(1)	1,395,544.00
Grand Total for Voids :	(0)	0.00
Grand Total :	(1)	1,395,544.00

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 12/10/2021

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
3032	CUSTOMER SERVICE REP	70968	12/10/2021	1,593.37
2003	WATER TREATMENT PLANT OPERATOR III	70969	12/10/2021	2,541.62
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70970	12/10/2021	2,633.03
				\$ 6,768.02

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 12/24/2021

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
3032	CUSTOMER SERVICE REP	70971	12/24/2021	1,292.05
2003	WATER TREATMENT PLANT OPERATOR III	70972	12/24/2021	2,140.88
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70973	12/24/2021	2,356.40
				\$ 5,789.33

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL PAY DATE: 12/10/2021
--

Empl	Position	Pay Date	Net Pay
3052	ADMINISTRATIVE ASSISTANT	12/10/2021	2,286.52
1044	APPRENTICE LINEMAN	12/10/2021	3,494.68
1026	BROADBAND COORDINATOR	12/10/2021	2,229.46
4006	COMMISSIONER DIST 1	12/10/2021	2,574.39
4004	COMMISSIONER DIST 2	12/10/2021	965.27
4008	COMMISSIONER DIST 3	12/10/2021	1,239.36
3034	COMMUNICATIONS DIRECTOR	12/10/2021	3,063.70
3002	CUSTOMER SERVICE COORDINATOR	12/10/2021	1,491.51
3014	CUSTOMER SERVICE PROGRAM SPECIALIST	12/10/2021	1,350.22
3022	CUSTOMER SERVICE REP	12/10/2021	1,368.80
3046	CUSTOMER SERVICE REP	12/10/2021	1,316.53
3048	CUSTOMER SERVICE REP	12/10/2021	1,338.80
1027	ELECTRICAL ENGINEERING MANAGER	12/10/2021	3,339.05
1041	ELECTRICAL SUPERINTENDENT	12/10/2021	4,375.84
2007	ENGINEERING DIRECTOR	12/10/2021	3,639.35
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	12/10/2021	2,223.49
3033	FINANCE DIRECTOR	12/10/2021	4,175.38
3029	FINANCE SERVICES MANAGER	12/10/2021	2,324.79
1046	FLEET/WAREHOUSE HELPER	12/10/2021	3,250.60
1008	FOREMAN LINEMAN	12/10/2021	9,866.50
1012	FOREMAN LINEMAN	12/10/2021	6,251.17
1011	GENERAL MANAGER	12/10/2021	5,352.37
1042	GIS SPECIALIST	12/10/2021	2,368.20
1017	HEAD STOREKEEPER	12/10/2021	2,510.35
3047	HUMAN RESOURCES DIRECTOR	12/10/2021	3,210.86
3008	INFORMATION TECHNOLOGY MANAGER	12/10/2021	3,258.61
3028	IT SUPPORT TECHNICIAN	12/10/2021	1,737.50
1000	LINEMAN	12/10/2021	6,271.09
1016	LINEMAN	12/10/2021	3,265.04
1020	LINEMAN	12/10/2021	9,683.44
1034	LINEMAN	12/10/2021	4,673.33
1055	LINEMAN	12/10/2021	1,446.85
1043	METER READER	12/10/2021	2,028.02
1047	METER READER	12/10/2021	2,607.33
1037	OPERATIONS DIRECTOR	12/10/2021	3,611.05
1050	PRE-APPRENTICE	12/10/2021	3,085.49
1051	PRE-APPRENTICE	12/10/2021	3,329.76
3004	RESOURCE MANAGER	12/10/2021	2,526.16
1003	SCADA TECH APPRENTICE	12/10/2021	5,268.81
3020	SERVICES DIRECTOR	12/10/2021	2,832.52
1031	STAKING ENGINEER	12/10/2021	2,486.90
1049	STAKING ENGINEER	12/10/2021	1,695.40
1014	STOREKEEPER	12/10/2021	3,672.48
1015	SUBSTATION/METER FOREMAN	12/10/2021	2,038.01
1033	SUBSTATION/METERING TECH	12/10/2021	5,720.86
3013	UTILITY ACCOUNTANT II	12/10/2021	1,624.84
3039	UTILITY ACCOUNTANT II	12/10/2021	1,680.60
3003	UTILITY BILLING CLERK	12/10/2021	1,516.74
3027	UTILITY BILLING CLERK	12/10/2021	1,537.83
3000	UTILITY BILLING COORDINATOR	12/10/2021	1,629.06
2000	WATER DISTRIBUTION MANAGER II	12/10/2021	1,711.81
2001	WATER DISTRIBUTION MANAGER II	12/10/2021	2,162.43
2002	WATER DISTRIBUTION MANAGER II	12/10/2021	2,428.49
2005	WATER DISTRIBUTION MANAGER II	12/10/2021	1,648.81
			162,786.45

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL PAY DATE: 12/24/2021
--

Empl	Position	Pay Date	Net Pay
3052	ADMINISTRATIVE ASSISTANT	12/24/2021	2,286.52
1044	APPRENTICE LINEMAN	12/24/2021	2,284.79
1026	BROADBAND COORDINATOR	12/24/2021	2,229.45
4006	COMMISSIONER DIST 1	12/24/2021	950.77
4004	COMMISSIONER DIST 2	12/24/2021	965.26
4008	COMMISSIONER DIST 3	12/24/2021	950.76
3034	COMMUNICATIONS DIRECTOR	12/24/2021	3,063.71
3002	CUSTOMER SERVICE COORDINATOR	12/24/2021	1,473.74
3014	CUSTOMER SERVICE PROGRAM SPECIALIST	12/24/2021	1,350.22
3022	CUSTOMER SERVICE REP	12/24/2021	1,368.80
3046	CUSTOMER SERVICE REP	12/24/2021	1,406.29
3048	CUSTOMER SERVICE REP	12/24/2021	1,338.80
3056	CUSTOMER SERVICE REP	12/24/2021	524.47
1027	ELECTRICAL ENGINEERING MANAGER	12/24/2021	3,541.73
1041	ELECTRICAL SUPERINTENDENT	12/24/2021	4,375.83
2007	ENGINEERING DIRECTOR	12/24/2021	3,914.09
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	12/24/2021	2,223.48
3033	FINANCE DIRECTOR	12/24/2021	4,175.39
3029	FINANCE SERVICES MANAGER	12/24/2021	2,324.81
1046	FLEET/WAREHOUSE HELPER	12/24/2021	2,629.21
1012	FOREMAN LINEMAN	12/24/2021	7,609.58
1011	GENERAL MANAGER	12/24/2021	5,352.37
1042	GIS SPECIALIST	12/24/2021	2,368.21
1017	HEAD STOREKEEPER	12/24/2021	2,479.66
3047	HUMAN RESOURCES DIRECTOR	12/24/2021	3,210.85
3008	INFORMATION TECHNOLOGY MANAGER	12/24/2021	3,203.98
3028	IT SUPPORT TECHNICIAN	12/24/2021	1,737.50
1000	LINEMAN	12/24/2021	3,363.23
1016	LINEMAN	12/24/2021	13,815.92
1020	LINEMAN	12/24/2021	3,187.61
1034	LINEMAN	12/24/2021	8,646.35
1055	LINEMAN	12/24/2021	3,431.14
1043	METER READER	12/24/2021	1,646.71
1047	METER READER	12/24/2021	1,926.09
1037	OPERATIONS DIRECTOR	12/24/2021	3,691.21
1050	PRE-APPRENTICE	12/24/2021	2,774.75
1051	PRE-APPRENTICE	12/24/2021	902.07
3004	RESOURCE MANAGER	12/24/2021	2,526.18
1003	SCADA TECH APPRENTICE	12/24/2021	5,047.65
3020	SERVICES DIRECTOR	12/24/2021	2,832.51
1031	STAKING ENGINEER	12/24/2021	2,486.91
1049	STAKING ENGINEER	12/24/2021	1,695.39
1014	STOREKEEPER	12/24/2021	2,760.27
1015	SUBSTATION/METER FOREMAN	12/24/2021	5,777.58
1033	SUBSTATION/METERING TECH	12/24/2021	4,530.19
3039	UTILITY ACCOUNTANT II	12/24/2021	1,680.60
3013	UTILITY ACCOUNTANT II	12/24/2021	1,624.82
3003	UTILITY BILLING CLERK	12/24/2021	1,516.74
3027	UTILITY BILLING CLERK	12/24/2021	1,537.81
3000	UTILITY BILLING COORDINATOR	12/24/2021	1,629.06
2000	WATER DISTRIBUTION MANAGER II	12/24/2021	2,090.48
2001	WATER DISTRIBUTION MANAGER II	12/24/2021	2,162.45
2002	WATER DISTRIBUTION MANAGER II	12/24/2021	2,000.66
2005	WATER DISTRIBUTION MANAGER II	12/24/2021	1,850.52
			156,475.17

Jefferson County PUD No. 1
Electric Division
Statement of Operations
As of November 30, 2021

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR	THIS YEAR	BUDGET	
	(a)	(b)	(c)	
1. Operating Revenue and Patronage Capital	33,634,630	34,864,195	33,474,315	3,636,261
2. Power Production Expense	0	0	0	0
3. Cost of Purchased Power	13,368,772	13,400,378	13,951,410	1,246,739
4. Transmission Expense	1,643,440	1,722,290	1,692,095	161,529
5. Regional Market Operations Expense	0	0	0	0
6. Distribution Expense - Operation	1,589,122	1,857,210	1,776,533	224,359
7. Distribution Expense - Maintenance	3,035,628	3,041,420	3,390,788	222,926
8. Consumer Accounts Expense	1,258,624	1,419,105	1,376,383	88,084
9. Customer Service and Informational Expense	17,253	25,613	26,051	254
10. Sales Expense	0	0	0	0
11. Administrative and General Expense	2,551,444	3,151,287	2,707,615	295,371
12. Total Operation & Maintenance Expense (2 thru 11)	23,464,283	24,617,303	24,920,875	2,239,262
13. Depreciation & Amortization Expense	5,034,449	5,076,098	5,236,862	462,874
14. Tax Expense - Property & Gross Receipts	0	0	0	0
15. Tax Expense - Other	1,937,128	2,018,391	2,350,917	210,810
16. Interest on Long-Term Debt	2,479,065	2,384,280	2,381,903	221,815
17. Interest Charged to Construction (Credit)	0	0	0	0
18. Interest Expense - Other	0	0	0	0
19. Other Deductions	39	0	86	0
20. Total Cost of Electric Service (12 thru 19)	32,914,964	34,096,072	34,890,643	3,134,761
21. Patronage Capital & Operating Margins (1 minus 20)	719,666	768,123	(1,416,328)	501,500
22. Non Operating Margins - Interest	46,325	4,720	79,547	191
23. Allowance for Funds Used During Construction	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0
25. Non Operating Margins - Other	1,807,473	2,005,100	2,511,344	159,186
26. Generation & Transmission Capital Credits	0	0	0	0
27. Other Capital Credits & Patronage Dividends	12,803	0	0	0
28. Extraordinary Items	0	0	0	0
29. Patronage Capital or Margins (21 thru 28)	2,586,267	2,777,943	1,174,563	660,877

Times Interest Earned Ratio (TIER) (Year to Date)	2.04	2.17	1.49
Operating Times Interest Earned Ratio (OTIER) (Year to Date)	1.29	1.32	0.41
Debt Service Coverage Ratio (DSC) (Year to Date)	1.86	1.87	1.77
Operating Debt Service Coverage Ratio (ODSC) (Year to Date)	1.51	1.50	1.25
Rolling 12 Month TIER	2.26	2.82	

**Jefferson County PUD No. 1
Electric Division
Balance Sheet
November 30, 2021**

PART B. BALANCE SHEET			
ASSETS AND OTHER DEBITS		LIABILITIES AND OTHER CREDITS	
1. Total Utility Plant in Service	180,850,593	29. Memberships	0
2. Construction Work in Progress	11,437,587	30. Patronage Capital	0
3. Total Utility Plant (1+2)	192,288,180	31. Operating Margins - Prior Years	0
4. Accum. Provision for Depreciation and Amort	71,579,315	32. Operating Margins - Current Year	768,123
5. Net Utility Plant (3-4)	120,708,865	33. Non-Operating Margins	2,009,820
6. Nonutility Property - Net	80,610	34. Other Margins & Equities	30,723,310
7. Investment in Subsidiary Companies	0	35. Total Margins & Equities (29 thru 34)	33,501,253
8. Invest. in Assoc. Org. - Patronage Capital	67,040	36. Long-Term Debt RUS (Net)	93,727,448
9. Invest. in Assoc. Org. - Other - General Funds	1,010	37. Long-Term Debt - Other (Net)	0
10. Invest in Assoc. Org. - Other - Nongeneral Funds	0	38. Total Long-Term Debt (36 + 37)	93,727,448
11. Investments in Economic Development Projects	0	39. Obligations Under Capital Leases - Non current	0
12. Other Investments	0	40. Accumulated Operating Provisions	1,517,089
13. Special Funds	94,250	41. Total Other Noncurrent Liabilities (39+40)	1,517,089
14. Total Other Property & Investments (6 thru 13)	242,910	42. Notes Payable	0
15. Cash-General Funds	1,529,490	43. Accounts Payable	3,906,827
16. Cash-Construction Funds-Trustee	0	44. Consumers Deposits	6,100
17. Special Deposits	0	45. Current Maturities Long-Term Debt	0
18. Temporary Investments	8,110,205	46. Current Maturities Long-Term Debt-Economic Dev.	0
19. Notes Receivable - Net	0	47. Current Maturities Capital Leases	0
20. Accounts Receivable - Net Sales of Energy	2,480,015	48. Other Current & Accrued Liabilities	2,278,457
21. Accounts Receivable - Net Other	(4,060,559)	49. Total Current & Accrued Liabilities (42 thru 48)	6,191,384
22. Renewable Energy Credits	0	50. Deferred Credits	425,535
23. Materials & Supplies - Electric and Other	3,257,416	51. Total Liabilities & Other Credits (35+38+41+49+50)	135,362,709
24. Prepayments	179,311		
25. Other Current & Accrued Assets	2,387,438	ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION	
26. Total Current & Accrued Assets (15 thru 25)	13,883,316	Balance Beginning of Year	0
27. Deferred Debits	527,618	Amounts Received This Year (Net)	1,287,397
28. Total Assets & Other Debits (5+14+26+27)	135,362,709	TOTAL Contributions-In-Aid-Of-Construction	1,287,397

Equity Ratio **24.75%**
 (Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **48.74%**
 (Long Term Debt/Total Utility Plant) x 100

**Jefferson County PUD #1
Power Requirements
As of November 30, 2021**

PART C. POWER REQUIREMENTS DATABASE				
CLASSIFICATION	CONSUMER, SALES, AND REVENUE DATA	NOVEMBER CONSUMERS (b)	AVERAGE CONSUMERS (c)	Monthly KWH SALES AND REVENUE (d)
1. Residential Sales (excluding seasonal)	a. No. Consumers Served	17,866	17,788	
	b. KWH Sold			20,484,015
	c. Revenue			2,403,528
2. Residential Sales - Seasonal	a. No. Consumers Served	5	5	
	b. KWH Sold			0
	c. Revenue			0
3. Irrigation Sales	a. No. Consumers Served	2	2	
	b. KWH Sold			0
	c. Revenue			70
4. Comm. and Ind. 1000 KVA or Less	a. No. Consumers Served	2,416	2,412	
	b. KWH Sold			5,686,695
	c. Revenue			652,699
5. Comm. and Ind. Over 1000 KVA	a. No. Consumers Served	21	21	
	b. KWH Sold			3,958,002
	c. Revenue			545,376
6. Public Street & Highway Lighting	a. No. Consumers Served	207	208	
	b. KWH Sold			51,856
	c. Revenue			17,895
7. Non Metered Device Authority	a. No. Consumers Served	8	7	
	b. KWH Sold			0
	c. Revenue			1,772
8. Sales for Resales-RUS Borrowers	a. No. Consumers Served			
	b. KWH Sold			
	c. Revenue			
9. Sales for Resales-Other	a. No. Consumers Served			
	b. KWH Sold			
	c. Revenue			
10. TOTAL No. of Consumers (lines 1a thru 9a)		20,525	20,443	
11. TOTAL KWH Sold (lines 1b thru 9b)				30,180,568
12. TOTAL Revenue Received From Sales of Electric Energy (line 1c thru 9c)				3,621,339
13. Transmission Revenue				0
14. Other Electric Revenue				14,922
15. KWH - Own Use				2,518
16. TOTAL KWH Purchased				33,168,181
17. TOTAL KWH Generated				
18. Cost of Purchases and Generation				1,246,739
19. Interchange - KWH - Net				
20. Peak - Sum All KW Input (Metered)				73,625

Electric Division
Comparison 2021 Budget to 2021 Actuals Year to Date Through NOVEMBER

	2021 Budget NOVEMBER YTD	2021 Actuals NOVEMBER YTD	Variance
1. Operating Revenue and Patronage Capital	33,474,315	34,864,195	1,389,880
2. Power Production Expense	0	0	0
3. Cost of Purchased Power	13,951,410	13,400,378	(551,032)
4. Transmission Expense	1,692,095	1,722,290	30,195
5. Regional Market Operations Expense	0	0	0
6. Distribution Expense - Operation	1,776,533	1,857,210	80,677
7. Distribution Expense - Maintenance	3,390,788	3,041,420	(349,368)
8. Consumer Accounts Expense	1,376,383	1,419,105	42,722
9. Customer Service and Informational Expense	26,051	25,613	(438)
10. Sales Expense	0	0	0
11. Administrative and General Expense	2,707,615	3,151,287	443,672
12. Total Operation & Maintenance Expense (2 thru 11)	24,920,875	24,617,303	(303,572)
13. Depreciation & Amortization Expense	5,236,862	5,076,098	(160,764)
14. Tax Expense - Property & Gross Receipts	0	0	0
15. Tax Expense - Other	2,350,917	2,018,391	(332,526)
16. Interest on Long-Term Debt	2,381,903	2,384,280	2,377
17. Interest Charged to Construction (Credit)	0	0	0
18. Interest Expense - Other	0	0	0
19. Other Deductions	86	0	(86)
20. Total Cost of Electric Service (12 thru 19)	34,890,643	34,096,072	(794,571)
21. Patronage Capital & Operating Margins (1 minus 20)	(1,416,328)	768,123	2,184,451
22. Non Operating Margins - Interest	79,547	4,720	(74,827)
23. Allowance for Funds Used During Construction	0	0	0
24. Income (Loss) from Equity Investments	0	0	0
25. Non Operating Margins - Other	2,511,344	2,005,100	(506,244)
26. Generation & Transmission Capital Credits	0	0	0
27. Other Capital Credits & Patronage Dividends	0	0	0
28. Extraordinary Items	0	0	0
29. Patronage Capital or Margins (21 thru 28)	1,174,563	2,777,943	1,603,380

Jefferson County PUD No. 1
Water Division
Statement of Operations
As of November 30, 2021

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR	THIS YEAR	BUDGET	
	(a)	(b)	(c)	
1. Operating Revenue and Patronage Capital	2,424,288	2,777,153	2,484,464	234,317
2. Power Production Expense	268	1,877	596	655
3. Cost of Purchased Power	71,597	124,398	183,333	9,864
4. Transmission Expense	0	0	0	0
5. Regional Market Operations Expense	0	0	0	0
6. Distribution Expense - Operation	622,761	610,493	986,358	74,662
7. Distribution Expense - Maintenance	323,923	342,819	505,043	34,482
8. Consumer Accounts Expense	195,731	229,900	210,523	20,083
9. Customer Service and Informational Expense	110	0	0	0
10. Sales Expense	0	0	0	0
11. Administrative and General Expense	801,827	936,174	1,069,730	84,721
12. Total Operation & Maintenance Expense (2 thru 11)	2,016,217	2,245,661	2,955,583	224,467
13. Depreciation & Amortization Expense	612,981	709,865	674,612	64,873
14. Tax Expense - Property & Gross Receipts	0	0	0	0
15. Tax Expense - Other	117,719	143,800	102,129	11,229
16. Interest on Long-Term Debt	217,650	199,914	208,072	17,479
17. Interest Charged to Construction (Credit)	0	0	0	0
18. Interest Expense - Other	0	0	0	0
19. Other Deductions	0	0	0	0
20. Total Cost of Water Service (12 thru 19)	2,964,567	3,299,240	3,940,396	318,048
21. Patronage Capital & Operating Margins (1 minus 20)	(540,279)	(522,087)	(1,455,932)	(83,731)
22. Non Operating Margins - Interest	67,080	26,070	123,503	645
23. Allowance for Funds Used During Construction	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0
25. Non Operating Margins - Other	296,324	648,495	655,326	3,400
26. Generation & Transmission Capital Credits	0	0	0	0
27. Other Capital Credits & Patronage Dividends	3,201	0	0	0
28. Extraordinary Items	0	0	0	0
29. Patronage Capital or Margins (21 thru 28)	(173,674)	152,478	(677,103)	(79,686)

**Jefferson County PUD No. 1
Water Division
Balance Sheet
November 30, 2021**

PART B. BALANCE SHEET			
ASSETS AND OTHER DEBITS		LIABILITIES AND OTHER CREDITS	
1. Total Utility Plant in Service	31,109,865	29. Memberships	0
2. Construction Work in Progress	1,420,110	30. Patronage Capital	0
3. Total Utility Plant (1+2)	32,529,975	31. Operating Margins - Prior Years	0
4. Accum. Provision for Depreciation and Amort	13,125,258	32. Operating Margins - Current Year	(522,086)
5. Net Utility Plant (3-4)	19,404,717	33. Non-Operating Margins	674,565
6. Nonutility Property - Net	2,164,034	34. Other Margins & Equities	22,988,227
7. Investment in Subsidiary Companies	0	35. Total Margins & Equities (29 thru 34)	23,140,706
8. Invest. in Assoc. Org. - Patronage Capital	0	36. Long-Term Debt RUS (Net)	0
9. Invest. in Assoc. Org. - Other - General Funds	0	37. Long-Term Debt - Other (Net)	5,250,455
10. Invest in Assoc. Org. - Other - Nongeneral Funds	0	38. Total Long-Term Debt (36 + 37)	5,250,455
11. Investments in Economic Development Projects	0	39. Obligations Under Capital Leases - Non current	0
12. Other Investments	0	40. Accumulated Operating Provisions	0
13. Special Funds	170,817	41. Total Other Noncurrent Liabilities (39+40)	0
14. Total Other Property & Investments (6 thru 13)	2,334,851	42. Notes Payable	754,671
15. Cash-General Funds	169,525	43. Accounts Payable	(4,346,983)
16. Cash-Construction Funds-Trustee	0	44. Consumers Deposits	500
17. Special Deposits	0	45. Current Maturities Long-Term Debt	0
18. Temporary Investments	2,108,972	46. Current Maturities Long-Term Debt-Economic Dev.	0
19. Notes Receivable - Net	0	47. Current Maturities Capital Leases	0
20. Accounts Receivable - Net Sales of Energy	172,343	48. Other Current & Accrued Liabilities	45,572
21. Accounts Receivable - Net Other	469,056	49. Total Current & Accrued Liabilities (42 thru 48)	(3,546,240)
22. Renewable Energy Credits	0	50. Deferred Credits	0
23. Materials & Supplies - Electric and Other	36,222	51. Total Liabilities & Other Credits (35+38+41+49+50)	24,844,921
24. Prepayments	0		
25. Other Current & Accrued Assets	149,235	ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION	
26. Total Current & Accrued Assets (15 thru 25)	3,105,353	Balance Beginning of Year	0
27. Deferred Debits	0	Amounts Received This Year (Net)	342,624
28. Total Assets & Other Debits (5+14+26+27)	24,844,921	TOTAL Contributions-In-Aid-Of-Construction	342,624

Equity Ratio **93.14%**
(Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **16.14%**
(Long Term Debt/Total Utility Plant) x 100

**Jefferson County PUD #1
Water Requirements
As of November 30, 2021**

PART C. WATER REQUIREMENTS DATABASE				
CLASSIFICATION	CONSUMER, SALES, AND REVENUE DATA	NOVEMBER CONSUMERS (b)	AVERAGE CONSUMERS (c)	Monthly Gallons SALES AND REVENUE (d)
1. Unmetered Water Sales	a. No. Consumers Served	14	13	
	b. Gallons Sold			0
	c. Revenue			1,818
2. Metered Residential Sales -	a. No. Consumers Served	4,601	4,569	
	b. Gallons Sold			13,217,608
	c. Revenue			180,701
3. Metered Commercial Sales	a. No. Consumers Served	318	319	
	b. Gallons Sold			4,009,531
	c. Revenue			38,144
4. Residential Multi-Family	a. No. Consumers Served	47	46	
	b. Gallons Sold			134,690
	c. Revenue			2,752
5. Metered Bulk Loadings	a. No. Consumers Served	0	1	
	b. Gallons Sold			0
	c. Revenue			0
6. Public Authority	a. No. Consumers Served	5	5	
	b. Gallons Sold			0
	c. Revenue			0
7. Master Meters	a. No. Consumers Served	22	22	
	b. Gallons Sold			4,038,020
	c. Revenue			0
8. Sewer/Drain Field--Residential	a. No. Consumers Served	376	376	
	b. Gallons Sold			0
	c. Revenue			10,232
9. Sales for Resales-Other	a. No. Consumers Served			
	b. Gallons Sold			
	c. Revenue			
10. TOTAL No. of Consumers (lines 1a thru 9a)		5,383	5,351	
11. TOTAL Gallons Sold (lines 1b thru 9b)				21,399,849
12. TOTAL Revenue Received From Sales of Water Gallons (line 1c thru 9c)				233,647
13. Bulk Water Gallons Sold Revenue				
14. Other Water Revenue				670
15. Gallons - Own Use				0
16. TOTAL Gallons Purchased				
17. TOTAL Gallons Produced				23,910,167
18. Cost of Purchases and Generation				9,864

Water Division
Comparison 2021 Budget to 2021 Actuals Year to Date Through NOVEMBER

	2021 Budget NOVEMBER YTD	2021 Actuals NOVEMBER YTD	Variance
1. Operating Revenue and Patronage Capital	2,484,464	2,777,153	292,689
2. Power Production Expense	596	1,877	1,281
3. Cost of Purchased Power	183,333	124,398	(58,935)
4. Transmission Expense	0	0	0
5. Regional Market Operations Expense	0	0	0
6. Distribution Expense - Operation	986,358	610,493	(375,865)
7. Distribution Expense - Maintenance	505,043	342,819	(162,224)
8. Consumer Accounts Expense	210,523	229,900	19,377
9. Customer Service and Informational Expense	0	0	0
10. Sales Expense	0	0	0
11. Administrative and General Expense	1,069,730	936,174	(133,556)
12. Total Operation & Maintenance Expense (2 thru 11)	2,955,583	2,245,661	(709,922)
13. Depreciation & Amortization Expense	674,612	709,865	35,253
14. Tax Expense - Property & Gross Receipts	0	0	0
15. Tax Expense - Other	102,129	143,800	41,671
16. Interest on Long-Term Debt	208,072	199,914	(8,158)
17. Interest Charged to Construction (Credit)	0	0	0
18. Interest Expense - Other	0	0	0
19. Other Deductions	0	0	0
20. Total Cost of Water Service (12 thru 19)	3,940,396	3,299,240	(641,156)
21. Patronage Capital & Operating Margins (1 minus 20)	(1,455,932)	(522,087)	933,845
22. Non Operating Margins - Interest	123,503	26,070	(97,433)
23. Allowance for Funds Used During Construction	0	0	0
24. Income (Loss) from Equity Investments	0	0	0
25. Non Operating Margins - Other	655,326	648,495	(6,831)
26. Generation & Transmission Capital Credits	0	0	0
27. Other Capital Credits & Patronage Dividends	0	0	0
28. Extraordinary Items	0	0	0
29. Patronage Capital or Margins (21 thru 28)	(677,103)	152,478	829,581

**Jefferson County PUD No. 1
Cash and Cash Equivalents
As of October 31, 2021**

<u>G/L #</u>	<u>Account Description</u>	<u>Balance</u>
1 131.11	Operating Depository Account - Bank of America	\$1,075,084
1 131.12	Operating Account - Jefferson Co. Treasurer	452,553
2 131.01	Cash-Jeff Co Treasurer General Account	127,433
2 131.11	1996 Bond LUD #8 - Jefferson Co. Treasurer	31,047
2 131.10	1996 Bond LUD #6 - Jefferson Co. Treasurer	9,209
1 135.21	Working Funds - Petty Cash and CSR Drawers	1,850
2 131.14	2009 Bond LUD #14 - Jefferson Co. Treasurer	1,586 Restricted
2 135.21	Cash Held in Trust by Property Manager	150
2 131.12	1999 Bond LUD #11 - Jefferson Co. Treasurer	80 Restricted
2 131.15	2008 Bond LUD #15 - Jefferson Co. Treasurer	21 Restricted
1 131.16	Payroll Clearing Account - 1st Security Bank	3
TOTAL LINE 15. BALANCE SHEET-CASH-GENERAL FUNDS		\$1,699,016
1 136.16	Tax Revenue Fund - Jefferson Co. Treasurer	\$3,344,516
1 136.10	Operating Account Related Investment - Jefferson Co. Treasurer	2,840,689
1 136.17	Tax Revenue Investment Fund - Jefferson Co. Treasurer	1,925,000
2 136.14	LUD #14 Bond Investment - Jefferson Co. Treasurer	1,064,968 Restricted
2 136.16	Tax Revenue Fund - Jefferson Co. Treasurer	730,890
2 136.15	LUD #15 Bond Investment - Jefferson Co. Treasurer	313,114 Restricted
TOTAL LINE 18. BALANCE SHEET-TEMPORARY INVESTMENTS		\$10,219,177
2 126.31	Tri Area Bond Reserve Investment Fund - Jefferson Co. Treasurer	\$164,817 Restricted
1 126.10	Capital Reserves	94,000 Restricted
2 126.10	Capital Reserves	6,000 Restricted
1 128.00	Other Special Funds	250 Restricted
TOTAL LINE 13. BALANCE SHEET-SPECIAL FUNDS		\$265,067
RESTRICTED CASH BALANCE--NOVEMBER 2021		\$1,644,759
NON-RESTRICTED CASH BALANCE--NOVEMBER 2021		\$10,538,501
TOTAL CASH AND CASH EQUIVALENTS IN BANK--NOVEMBER 2021		\$12,183,260
TOTAL CASH AND CASH EQUIVALENTS IN BANK--OCTOBER 2021		\$11,570,418
Change in Bank Balance		\$612,842



AGENDA REPORT

DATE: January 4, 2022
TO: Board of Commissioners
FROM: Mike Bailey, Finance Director/Internal Auditor
RE: Write-off of delinquent accounts from active accounts receivable

SUMMARY: Per Write-Off of Uncollectable Accounts Policy passed September 2017, 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 22 inactive accounts in the Active Accounts Receivable Data Base who owe the PUD \$16,083.33 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 22 inactive accounts owing \$16,083.33 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 January 4, 2022 the following summary of inactive customer accounts with a past due balance of greater than \$50.00 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 Finance 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>
Up to \$50	1	\$50.05
\$51 - \$100	6	\$439.63
\$101 - \$200	2	\$366.55
\$201 - \$300	3	\$776.04
Over \$300	10	\$14,451.06
TOTAL	22	\$16,083.33

Approval, Board of Commissioners

Dan Toepper
 Secretary

PUD Calendar

January 4, 2022

January 4, 2022, BOC Regular Meeting, 4:00 PM per ZOOM

**January 11, 2022, Special Meeting 10:00-12:00 per ZOOM, Paper Mill Bill,
Idle Service Policy, and possibly Meters and Broadband Review**

January 12-14, 2022 WPUDA Association Meetings per ZOOM

January 17, 2022, Martin Luther King Day Observed, Office Closed

January 18, 2022, BOC Regular Meeting, 4:00 PM per ZOOM

Received	From	Subject	Size
Today			
7:59 AM	Shilah Gould	Please reverse the mandate	21 KB
Last Week			
Fri 12/31	Tom Thiersch	Proposed agenda revision - public comment period	19 KB
Wed 12/29	PT Poplars	Complaint	6 MB
Wed 12/29	PT Poplars	Complaint	6 MB
Wed 12/29	PT Poplars	Complaint	6 MB
Two Weeks Ago			
12/25/2021	Jessica Dillon	PUD article in Port Townsend Free Press	14 KB
Three Weeks Ago			
12/18/2021	Craig Durgan	Re: December 17 Meeting with Steve Tharinger.	22 KB
12/17/2021	Annette Huenke	forgot to include the CAB	16 KB
12/17/2021	Annette Huenke	GM, 3M, Verizon, Amtrak, Cleveland Clinic...	15 KB
12/16/2021	Annette Huenke	not coercion?	23 KB
12/15/2021	Cherie Pickett	The poplars	16 KB
Last Month			
12/7/2021	Andrea Hegland	Fwd: Sims Way Project - piecemealing the project	10 MB
12/6/2021	Julie Jaman	Sims Way Project -The Flats	69 KB
12/4/2021	Tom Engel	Post 2028 BPA contract	272 KB
Older			
11/7/2021	Arla n Chuck Ellsworth	Electric Service to Gardiner.	39 KB
11/4/2021	Jessica Dillon	Upcoming CAB meetings	16 KB



AGENDA REPORT

DATE: January 4, 2022
TO: Board of Commissioners
FROM: Kevin Streett
RE: Membership Associations

BACKGROUND: Listed below are the memberships BOC belong to and the cost of each in 2021.

ANALYSIS/FINDINGS: Listed below are the memberships BOC belong to. Discussion on any deletions or additions.

Membership Association	BOC Participation	Annual Dues Amount
Washington PUD Association (WPUDA)	Jeff Randall Ken Collins (Board) Dan Toepper	\$69,192.00
Northwest Public Power Association (NWPPA)	Jeff Randall Ken Collins Dan Toepper	\$18372.44
Northwest Open Access Network (NOANET)	Ken Collins	\$0
Public Power Council (PPC)	(Rotate) Jeff Randall Dan Toepper Ken Collins	\$19,078
Energy Northwest	Ken Collins	\$0
NRECA	Dan Toepper Jeff Randall Ken Collins	\$31,337
Jefferson County Infrastructure Advisory Committee	Dan Toepper	\$0
Public Utility Risk Management Services (PURMS)	Ken Collins	\$0
North Olympic Development Council (NODC)	Jeff Randall	\$800.00
American Public Power Association (APPA)	?	\$10,130.93



AGENDA REPORT

DATE: January 4, 2022

TO: **Board of Commissioners**

FROM: Kevin Streett

RE: Disclosure of Conflict of Interest

SUMMARY:

Annually, the PUD's Governance Policy No. 6 requires the Board of Commissioners to publicly disclose any conflicts of interest as defined in **RCW.42.23.010**.

RCW 42.23 prohibits Commissioners from using their positions to secure special privileges or special exemptions for themselves or others, and from entering into certain defined contracts or having other personal financial interests with the District. It provides as follows:

“It is the purpose and intent of this chapter to revise and make uniform the laws of this state concerning the transaction of business by municipal officers, as defined in chapter 268, Laws of 1961, in conflict with the proper performance of their duties in the public interest; and to promote the efficiency of local government by prohibiting certain instances and areas of conflict while at the same time sanctioning, under sufficient controls, certain other instances and areas of conflict wherein the private interest of the municipal officer is deemed to be only remote,..”

The following outlines the four main areas for prohibited conflicts of interest for Commissioners:

1. A Commissioner may not use their position to secure special privileges or exemptions for themselves or others;

2. A Commissioner may not give, receive, or agree to receive, directly or indirectly, any compensation, gift, reward, or gratuity from a source except the employing municipality, for a matter connected with or related to the officer's services as such an officer;
3. A Commissioner may not accept employment or engage in business or professional activity that they might reasonably expect would require or induce them by reason of their official position to disclose confidential information acquired by reason of their official position; or
4. A Commissioner may not disclose confidential information gained by reason of their position, nor may they otherwise use such information for their personal gain or benefit.

For any further questions please consult with Joel Paisner, who will be at the regular meeting.

AGENDA REPORT

DATE: January 4, 2022
TO: Board of Commissioners
FROM: Kevin Streett
RE: Schedule of Charges for Electric Services Changes

BACKGROUND: Though last updated in July of 2021 to reflect price increases at that time, the Schedule of Charges for Electric Services is no longer covering current new construction costs due to supply shortages and massive price increases for electrical equipment.

ANALYSIS/FINDINGS: In order to recover costs for constructing electric service to new customers, staff is proposing increases in most line item charges. Staff is further proposing to pass on the full cost of a new electrical transformer directly to the customer, rather than listing an estimated price in the Schedule of Charges. The cost to purchase a new electric transformer has grown by over 400% during the last few months. PUD's practice has been to have growth pay for growth, and these changes are consistent with that practice.

Furthermore, and in conjunction with the revision of the Schedule of Charges for Electric Services, staff requests the Board consider and discuss an Idle Service Policy as drafted below:

Any service that has been disconnected for a period longer than one year will be classified as abandoned and is considered an Idle Service.

At the discretion of the PUD, the property owner will be contacted in writing that an idle service(s) is located on their property. The property owner will be given the option to either keep or remove the idle service. If no response is received within 30 days of notification, the idle service will be removed as time permits and no further notification will be sent to the property owner.

If an idle service is removed and service is requested in the future at that location, the request will be treated as a new service. All costs associated with a new service installation will be calculated in accordance with the line extension policy in effect at the time of the request.

Idle service fees are \$55 per month (residential) or \$145 per month (commercial) from the time of the initial disconnect for this service. If a meter is re-installed, the fee will be the standard base charge. If payment is not received, the service will be scheduled for removal as time permits and no further notification will be sent.

FISCAL IMPACT: By reducing losses due to unrecovered costs for connecting, extending, or maintaining idle services, the PUD improves its net operating margin and better maintains financial stability in accordance with its strategic plan.

RECOMMENDATION: For Discussion Only.

“EXHIBIT B”

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

SCHEDULE OF CHARGES FOR ELECTRIC SERVICES

Last Approved July 20, 2021

Updated January 2022

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Overhead Primary Pole

Restricted.....1

.....4

Overhead Tap Restricted

.....4

.....4

Miscellaneous Overhead

Restricted.....1

.....4

**PUBLIC UTILITY DISTRICT NO. 1
OF JEFFERSON COUNTY
July 20, 2021 ~~January 2022~~**

CHARGES

Restricted --- To reduce outages caused by overhead construction the PUD is restricting all new overhead construction to a review process where the short-term cost savings for an individual customer does not override the long-term benefit for all PUD customers. The review process will be done by the Engineering Director, Operations Director and the General Manager, their determination is final.

New Electric Service Charges (includes connect and engineering charges)

Overhead (self-contained meter only) Restricted

- | | |
|--|----------------------------|
| 1) Single Phase –
\$3,500 | \$3,000 |
| From existing overhead transformer. Includes overhead conductor to customer building. up to 120 feet from existing transformer | |
| 2) Single Phase
\$3,250 plus cost of transformer | \$3,750 |
| Install new or upgraded overhead transformer. Includes overhead conductor to customer building. up to 120 feet from transformer) | |
| 3) Three Phase:
estimate. | Requires engineer's |

Underground (self-contained meter only)

- | | |
|--|----------------|
| 1) Single Phase –
\$2,710 | \$1,210 |
| From existing pad mounted transformer. For services up to 300 feet from transformer, includes service conductor. | |
| 2) Single Phase:
\$2,710 plus cost of transformer | \$2,618 |

Underground and increasing transformer size. For services up to 300 feet from transformer, includes service conductor and upgrading transformer.

3) **Single Phase:** \$3,102
\$3,600 plus cost of transformer

Underground with new pad mounted transformer. For services up to 300 feet from transformer, includes service conductor, new pad mounted transformer and primary terminations.

4) **Single Phase:** \$1,540
\$2,050

From pole with existing transformers. Includes up to 300 feet of service conductor and secondary riser.

5) **Single Phase:** \$2,530
\$2,050 Plus cost of transformer

From pole with new overhead transformer. Includes up to 300 feet of service conductor, transformer and secondary riser)

6) **Three Phase:** Requires an engineer's estimate.

7) **Commercial and Multifamily:** Requires 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:** \$1,650

b) **Three-Phase:** \$2,750

3) **Net Meter Installation**

a) **Standard:** \$385

b) **CT Meter:** \$655

- 4) Production Meter Installation
 - a) Standard Meter: \$182
 - b) Programmable Meter: \$656

- 5) Temporary Service
 - a. Construction: \$264
Customer supplies service conductor. This charge is in conjunction with other new service charges.
 - b. Community Sponsored Festival: Requires an engineer's estimate.

- 6) Primary Meter: Requires an engineer's estimate.

Miscellaneous Service Charges

Customer Service Conversion

- 1) Convert overhead service to underground service: ~~\$800~~
\$1,000

Easements and Other Recorded Documents

- 1) Document Preparation \$200

Engineering Charge for Developer Proposals

Actual cost over \$1,000

- Engineering Rate (per hour):
~~\$60~~ \$80

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: **Restricted** \$1,265
\$1,000 plus transformer cost
- 2) Three-phase overhead: **Restricted** \$3,630
\$3,100 plus transformer costs
- 3) Single-phase pad mount:
~~\$1,705~~ \$1,250 plus cost of transformer

4) Three-phase pad mount estimate.

Requires an engineer's

Lock Box – Installed (one size only)

\$347

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:

~~—\$594~~

\$650

2) Install wood pole and light:

~~\$2,574~~

\$3,175

Electrical Line Extension Unit Prices

Underground Primary Cable

Single-Phase (per ft)	\$8.80
	\$10.00
Three-Phase (per ft)	\$24.20
	\$27.80

Pads and Vaults for Transformers

Single-Phase Fiberglass Pad	\$1,210
	\$1,390
Three-Phase Vault and Lid (75-300 kVA)	\$4,565
	\$5,200
(500-2500 kVA)	\$8,129
	\$8,990

Three-Phase Pad Mounted Transformers

75-300 kVA	\$9,900
Cost of transformer	
500 kVA	\$13,970
Cost of transformer	
>750 kVA*	20,460
Cost of transformer	
*May require engineer's quote.	

Concrete Vaults and Lids

Old Castle 444-LA	\$2,431
	\$2,950
Old Castle 644-LA	\$4,147
	\$4,750
Old Castle 575-LA	\$4,623
	\$5,200

Primary Junction Box

Single-Phase (4-way)	\$1,617
	\$2,100
Three-Phase (4-way)	\$3,977
	\$4,445

Switch Cabinets

Single-Phase	Engineer Estimate
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Three-Phase Engineer Estimate

Secondary Vaults and Pedestal

Handhole or Pedestal	\$575
	\$775

Primary Cable Accessories

Load Break Elbow (200A)	\$242
	\$288
Surge Arrester Elbow	\$242
	\$288
Feed-Thru Bushing	\$435
	\$500
Cable Splice	\$385
	\$450
Outdoor Termination	\$358
	\$450

Cable Risers

Single-Phase Primary	\$1,265
Three-Phase Primary	\$3,190
Secondary	\$220

Overhead Primary Pole Restricted

Single-Phase	\$4,973
V-Phase	\$5,535
Three-Phase	\$6,510
Inset Single-Phase	\$4,950
Inset V-Phase	\$5,325
Inset Three-Phase	\$5,753
Convert Single-Phase to Three-Phase	\$2,370

Overhead Tap Restricted

Single-Phase	\$1,575
Three-Phase	\$4,230

Miscellaneous Overhead Restricted

Secondary/Guy Pole	\$2,700
Guy and Anchor	\$945
\$1,220	
Span Guy	\$375
\$430	

AGENDA REPORT

DATE: January 4, 2022
TO: Board of Commissioners
FROM: Kevin Streett, Mike Bailey
RE: RUS Loan Application Update

BACKGROUND: Staff is pursuing financing options through RUS for project specific loans as well as construction loan based on our 4-year construction work plan. A letter containing narrative descriptions of the projects is attached. The BOC previously approved a resolution authorizing staff to access the online loan application documents. However, staff may need an additional authorization by resolution.

ANALYSIS/FINDINGS: Staff will be reviewing the application process with RUS staff on Monday Jan 3 2022. An additional resolution may be brought to the BOC for approval to continue the application process prior to the start of the regular meeting.

FISCAL IMPACT: ~\$5M loan.

RECOMMENDATION: forthcoming.

Board of Commissioners:
Jeff Randall, District 1
Kenneth Collins, District 2
Dan Toepper, District 3
Kevin Streett, General Manager



December 27, 2021

Mr. Rodney Peach
Supervisory General Field Representative
Rural Development | Rural Utilities Service | Electric Program

Dear Mr. Peach,

We are forwarding the following items for your review and approval related to our request for Federal Financing Bank (FFB) loan funds from the approved Rural Utilities Service (RUS) “B8” loan for Public Utility District No. 1 of Jefferson County (JPUD, WA 60 “B8”) for the following items:

1. AMI METER UPGRADE: Construction Workplan 740C 601

20,000 AMI METERS + Equipment	\$2,450,000
Meter removal, installation, and disposal	\$950,000
Collector and equip installation	\$475,000
Smart grid for SCADA	\$185,000
Total	\$4,060,000

Our metering system is currently in need of complete replacement. The PUD has budgeted funding to begin a multi-year replacement process in 2022, but for multiple reasons, it appears more and more urgent that we act to replace our meters in a shorter time frame to reduce risks and improve service.

When the PUD assumed maintenance of the electrical grid from Puget Sound Energy in 2013, we inherited a hodge-podge system of meters in various states of repair and disrepair. Most of the meters were analog and over 30 years old, some over 50. All of the analog meters were retrofitted with cellnet modules for remote read by a contractor. Over the past 8 years, the PUD has struggled with hundreds of failing meters and lost revenue from low reads. In 2023, the PUD faces the loss of the contract for reading the old meters. It is imperative that the PUD move quickly to replace its metering system.

The PUD has performed multiple meter replacement studies since 2013. Each time, AMI was determined to offer the best mix of economic and non-economic benefits to the utility and its customers. Among the economic benefits for the utility are full

capture of usage data and resulting revenues; decreased reading costs; decreased maintenance costs; and reduced time burden on billing and customer service.

Among the non-economic benefits of switching to AMI are remote disconnect; ability for customers to pre-pay (esp. helpful for low-income customers, customers who face repeat disconnects); load management and sharing capabilities during outages; peak-load reduction due to time of use rates; better integration with renewables and distributed resources; reduction in carbon emissions due to greatly reduced transportation needs for meter-reading; and improved management of the electric grid.

The PUD is currently reviewing multiple bids for full meter replacement with AMI. A vendor will be selected in January. Installation is currently expected to begin in April of 2022. The PUD is planning to use current staff and contractors to replace the meters. Care will be taken to recycle, resell, or properly dispose of all meters removed from the PUD's service territory.

2. New Office Building/Network HUB: Construction Workplan 740C 1301

Over the next few years, Jefferson County PUD will begin adding residential retail broadband to its list of essential utility services provided. An expansion of both staff and facilities is needed to make this happen. Because of this, the PUD is working to acquire a 5,840 square foot commercial office building at 191 Otto Street in Port Townsend for \$1.35M.

The building has a number of advantages. It is in great condition with new interior paint and carpet. There are 16 offices, 2 server rooms, 3 restrooms, breakroom, large conference room, copier and printer room, secure room, along with 28 paved parking spots. The facility was previously leased by a telecommunications and technology company and served as a critical fiber network hub for Jefferson County, complete with a 130' lattice tower on site.

At the currently agreed upon price, the office space would save the PUD millions of dollars versus building new on raw land at its current operations center. The office space at Otto St. has the added advantage of allowing the PUD to move in quickly, alleviating existing office space needs for staff at our existing campus. Currently the PUD lacks both space to add new staff and lacks quality space for existing staff. Members of both our water department and IT department occupy aging and increasingly unhealthy temporary structures.

The purchase of the building at 191 Otto Street would allow the PUD to relocate up to 10 staff members from our operations center and accommodate five new positions. The building would serve as the hub for our fiber network team and growing broadband business. Once staff is relocated to Otto Street, the PUD would be able to remove and properly dispose of the aging double wide currently housing the IT department, and it would be able to offer a recently constructed centralized office space to the Water department.

In order to add new services and continue supplying current services at the same or improved levels of quality, Jefferson County PUD staff have estimated that its ranks will have to grow by up to 40% over the next five years. The addition of the office space at 191 Otto Street allows the PUD to prepare for this growth quickly and at below market costs.

CERTIFICATION

We recognize that statements contained herein concern a matter within the jurisdiction of an agency of the United States and the making of a false, fictitious, or fraudulent statement may render the maker subject to prosecution under Title 18, United States Code Section 1001. We hereby certify that the entries in this report are in accordance with the accounts and other records of the system and reflect the status of the system to the best of our knowledge and belief.

If additional information is required in your review and processing of this request, as well as the advance of FFB loan funds in the amount of \$5,410,000, please let us know.

Sincerely,

Kevin Streett
General Manger,
Jefferson County PUD

AGENDA REPORT

DATE: January 4, 2022
TO: Board of Commissioners
FROM: Will O'Donnell
RE: ReConnect Grant Authorized Representative Resolution

BACKGROUND: The PUD is pursuing grant funding to build fiber to all unserved customers in its electrical service territory. For our latest and largest grant proposal, we are looking to cover the southeastern section of the county ranging from Chimacum to the Coyle. Final counts and costs are currently being tabulated.

ANALYSIS/FINDINGS: Unique among grant applications so far, staff cannot begin the ReConnect application process, nor view the application forms, until a resolution is obtained and uploaded to the USDA's website.

In order to access documents necessary to begin the application process for the USDA ReConnect broadband grant, a resolution authorizing a representative to submit and sign documents must be approved by the board and signed by the board secretary.

FISCAL IMPACT: potential of up to \$25M in grant funding.

RECOMMENDATION: Approve Resolution 2022- XXX certifying the Secretary of the Board to authorize that Will O'Donnell of the PUD, has the assigned Administrator security role on behalf of the Corporation, who shall be responsible for assigning access to new users, and entering and updating applications in USDA's online application system for the ReConnect Program and Community Connect Grant Program.

Instructions for submitting a Resolution as part of the Authorized Representative Request

All applicants applying under the ReConnect Program or Community Connect Grant Program are required to submit an Authorized Representative Request (ARR) and a resolution in order to access the online application and online financial reporting and compliance (R&C) system. The resolution – or its equivalent – is dependent on the legal structure of the applicant. Sample resolutions for corporations and LLCs are included on pages 2 and 4 of this document. If the applicant is an entity other than a corporation or LLC, the content in the sample resolutions can be modified to reflect the applicant’s legal structure.

To prevent the submission of an unacceptable resolution and rejection of the ARR, please review the following information before submitting an ARR:

- The resolution must include the **exact legal name** of the applicant as shown in the organizational documents filed with the applicant’s respective Secretary of State’s office.
- If an entity conducts business under a “Doing Business As” (DBA), **do not** include the DBA as part of the legal name of the entity.
- The legal name stated in the resolution must match the legal name stated in the ARR. The names of the Representative Signature Certifier (Rep-Sign-Cert) and Administrator(s) identified on the ARR must be clearly specified in the resolution.
- An applicant can assign only **one** individual as a Rep-Sign-Cert, and one or more individuals as Administrators.
- All individuals listed on the ARR must be employed by the applicant, and have a USDA Level 2 e-Authentication account.
- At a minimum, applicants must identify a Rep-Sign-Cert on the ARR. The role of an Administrator(s) and other roles can be added in the system by the Rep-Sign-Cert at a later date, once the ARR has been approved.
- The individual identified as the Rep-Sign-Cert has the authority to provide signatures, authorize certifications, enter and update applications, submit applications for consideration, and assign access to new users. If awarded, the Rep-Sign-Cert will also have the authority to enter, update, and submit compliance reports, and assign access to new users.
- The individual(s) identified as Administrator(s) will have the authority to enter and update applications in the online application system, enter, update, and submit compliance reports in the online financial reporting and compliance system, and assign access to new users in both the online application and financial reporting and compliance systems.

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

NO. 2022-XXX

A RESOLUTION of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington ("the PUD"), certifying the Secretary of the Board to authorize that Will O'Donnell of the PUD, has the assigned Administrator security role on behalf of the Corporation, who shall be responsible for assigning access to new users, and entering and updating applications in USDA's online application system for the ReConnect Program and Community Connect Grant Program.

SECRETARY'S CERTIFICATE

I, DAN TOEPPER do hereby certify that: I am the Secretary of PUBLIC UTILITY DISTRICT NO. 1 OF JEFFERSON COUNTY (hereinafter the "PUD"); that the following are true and correct copies of resolutions duly adopted by the Board of Commissioners of the PUD at the regular meeting held on January 4th, 2022, and entered in the minutes of the PUD; that the meeting was duly and regularly called and held in accordance with the bylaws of the PUD; and that none of the following resolutions have been rescinded or modified:

RESOLUTION

RESOLVED that Will O'Donnell, the Communications Director of the PUD, has the assigned Representative-Signature-Certifier security role on behalf of the PUD, who shall be responsible for providing signatures, authorizing certifications, entering and updating applications, submitting applications for consideration, and assigning access to new users in USDA's online application system for the ReConnect Program and Community Connect Grant Program. If application(s) are awarded under either program, the Representative-Signature-Certifier security role on behalf of the Corporation shall also be responsible for authorizing certifications, entering, updating, and submitting compliance reports, and assigning access to new users in USDA's online financial reporting and

compliance system.

RESOLVED that Will O'Donnell of the PUD, has the assigned Administrator security role on behalf of the Corporation, who shall be responsible for assigning access to new users, and entering and updating applications in USDA's online application system for the ReConnect Program and Community Connect Grant Program.

If application(s) are awarded under either program, the Administrator(s) security role on behalf of the Corporation shall also be responsible for assigning access to new users and entering, updating, and submitting compliance reports in USDA's online financial reporting and compliance system.

1. RESOLVED that the Representative-Signature-Certifier and Administrator(s) for the Corporation shall comply fully with all security procedures and policies of the online application system for the ReConnect Program and Community Connect Grant Program, and for USDA's online financial reporting and compliance system.

I FURTHER CERTIFY THAT each member of the Board of Commissioners of the PUD was furnished with notice of said meeting in compliance with the laws of the State of Washington.

IN WITNESS WHEREOF, I hereunto set my hand and affix the seal of the PUD this 4th day of JANUARY, 2022.

Dan Toepper, Secretary of PUD

Kenneth Collins, President

Jeff Randall, Vice President



Board of Commissioners:

Jeff Randall, District 1
Kenneth Collins, District 2
Dan Toepper, District 3

Kevin Streett, General Manager

January 4, 2022

To: JEFFERSON COUNTY BOARD OF COMMISSIONERS

RE: JEFFERSON COUNTY LINE CONSTRUCTION PREQUALIFICATION 2022

Board of Commissioners,

Please accept the qualified line construction applicant that has submitted all paper-work pursuant to Washington State Law (RCW 54.04.080 and RCW 54.04.085). The qualified line contractor is:

Palouse Power
4745 Highway 281N
Quincy, WA 98848

Thank you

Sincerely,

Scott A. Bancroft
Operations Director
PUD #1 of Jefferson County
sbancroft@jeffpud.org
360-385-8363

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

RESOLUTION NO. 2022-XX

A RESOLUTION of the Board of Commissioners of Public Utility District No. 1 of Jefferson County, Washington ("the PUD"), declaring the period of December 24, 2021 through January 8, 2022, a state of emergency and authorizing the PUD Manager to purchase materials and order work to assist regularly employed personnel in the amount necessary.

WHEREAS, RCW 54.04.070 (6) states: Pursuant to RCW 39.04.280 the commission may waive the competitive bidding requirements of this section and RCW 54.04.080 if an exemption contained within RCW 29.04.2380 applies to the purchase or public work, and;

WHEREAS, RCW 39.04.280 2(b) states: If an emergency exists, the person or person designated by the governing body of the municipality to act in the event of an emergency may declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the municipal entity to address the emergency situation, and;

WHEREAS, the PUD Procurement Manual Section 9.24 and Section 9.24.5 states: The Commission shall declare, by resolution, a state of emergency at the next scheduled public meeting approving the purchase of materials and/or work, and;

WHEREAS, the PUD Manager has the authority to utilize the existing rates and charges for contractors and consultants to acquire outside assistance to respond to the damage of the storm as needed to invoke RCW 54.04.070.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Public Utility District No. 1 of Jefferson County, that it incorporates the above Recitals, and declares that the period of December 24, 2021 through January 8, 2022, a state of emergency due to the winter storm and extreme weather and authorizing the PUD Manager to contract outside work under RCW 54.04.070 and the PUD's Procurement Policies.

ADOPTED by the Commission of Public Utility District No. 1 of Jefferson County Washington, at a regular open meeting held the 4th day of January 2022.

Kenneth Collins, President

Jeff Randall, Vice President

Dan Toepper, Secretary

AGENDA REPORT

DATE: January 4, 2021
TO: Board of Commissioners
FROM: Kevin Streett, Will O'Donnell
RE: BOC AGENDA FORMAT for 2022

BACKGROUND: Commissioner Collins has asked staff to create a new draft template of the regular meeting agenda that incorporated changes he would like to see as Board President. The draft template follows this agenda report.

ANALYSIS/FINDINGS: Commissioner Collins has requested that Commissioner and Staff Reports move up in the meeting, to immediately follow the Consent Agenda. Public Comment would be delayed until after those reports. Commissioner Collins further requested that all Executive or Closed Sessions occur prior to 4pm. To accommodate this request without having to notice additional meetings, staff is proposing that each regular meeting include a pre-business meeting workshop that can accommodate either longer presentations, discussions, or executive/closed sessions. Grays Harbor PUD uses this model and staff believes it is an effective way to keep the regular meeting times productive, while providing space for longer, more urgent non-voting issues to be considered.

FISCAL IMPACT: n/a

RECOMMENDATION: For Discussion Only.

Regular Meeting Agenda

PUD Board of Commissioners

Jan 4, 2022. 4PM
Remote Meeting via Zoom



PRE-MEETING WORKSHOP AND/OR EXECUTIVE SESSION- 3:00PM

For information and discussion purposes only. No voting will occur. A short recess may be taken before beginning the Business Meeting.

1. BUSINESS MEETING CALL TO ORDER 4PM

2. AGENDA REVIEW

3. PUBLIC COMMENT

The public comment period is for any items not specifically listed on the current Agenda or for items listed on the Consent Agenda. The Chair may place time limits on public comments to allow the meeting to be conducted in an efficient and orderly manner. (~10 min.)

4. CONSENT AGENDA 4:15PM

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.

- a. Public Correspondence Log**
- b. Prior Minutes**
- c. Vouchers**
- d. Financial Report**
- e. Calendar**

5. MANAGER AND STAFF REPORTS 4:20 PM

6. COMMISSIONER REPORTS 4:35 PM

7. OLD BUSINESS 4:55 PM

8. NEW BUSINESS 5:10 PM

9. ADJOURN 5:30 PM



Commission Meeting Agenda Virtual Meetings

Public/media Zoom information for the workshop session and the Commission Meeting:

Join Zoom Meeting (via video and/or audio):

<https://us02web.zoom.us/j/84907400558?pwd=c1lzMkpwa2gydzVLbXd0WWVKNW1PQT09>

Meeting ID: 849 0740 0558

Passcode: 336321

Call-in information (audio only):

1-253-215-8782 (United States)

Meeting ID: 849 0740 0558

Passcode: 336321

****Public attendance in person is not permitted at this time due to Covid-19**

**Monday, October 18, 2021
3:30 p.m.**

NOTE: *All times are approximate and agenda topics may start earlier or later than indicated and may be discussed out of sequence.*

3:30 p.m. – 4:30 p.m. Workshop (TAB 1)

a) 2022 Budget Workshop

Presentations and Discussions on the Following Topics:

Capital Budget

Engineering Director Shailesh Shere

Operations Budget

Operations Director Jake Carter

Engineering Budget

Engineering Director Shailesh Shere

4:30 p.m. (but no earlier than 4:00 p.m.) – Business Meeting

1. Roll Call.
2. Approval of Minutes (**TAB 2**):
 - a) 4,894th Regular Commission Meeting Held on Tuesday, September 7, 2021
3. Public Hearing on the Proposed Budget for 2022.

Open Public Hearing, Public Comment and Continue Hearing Until Such Time as the District's Budget for 2022 is Approved

Commissioner Arie Callaghan, Board President

4. Petitions from the Public/Public Comment (via Zoom), if any:

Public Comment is limited to a maximum of three (3) minutes per person and limited to items on the agenda only

5. Old Business:
6. New Business (**TAB 3**):
 - a) Bad Debt Report

Finance Director Kathryn Skolrood

7. Staff and Attorney Reports:
8. Communications:

9. Consent Calendar:

- a) 201 Check Voucher Payments (No. 135154 through No. 135354) and 2 Wire Transfer Payments for the Weeks of October 4 and 11, 2021 for a Total Amount of \$1,443,484.08 **(TAB 4)**
- b) 7 Wire Transfers in the Total Amount of \$551,953.23 **(TAB 5)**
- c) Payroll for the Pay Period Ending October 8, 2021 in the Total Amount of \$769,779.77 **(TAB 6)**
- d) Purchase Orders: None
- e) Work Orders: None
- f) Training **(TAB 7)**:

For Administrative Services and Records Supervisor Sheri Izatt to Attend the APPA Customer Connections Conference October 24 – 27, 2021 in Scottsdale, Arizona for a Total Estimated Cost of \$2,207.56

10. Resolutions **(TAB 8)**:

- a) Resolution #5198 – A Resolution Rescinding the Scan and Toss Policy for the District (Policy Number 404), and Superseding All Other Prior Resolutions

Administrative Services and Records Supervisor Sheri Izatt

11. Action Items:

12. Forward Planning:

13. Comments from the Public, if any (via Zoom):

Public Comment is limited to a maximum of three (3) minutes per person and limited to items on the agenda only

14. Commissioner Reports:

- a) Commissioner Dave Timmons
- b) Commissioner Jon Martin
- c) Commissioner Arie Callaghan

15. An Executive Session may be called for purposes authorized by the Open Public Meetings Act.
16. Adjournment.