Agenda Packet: Regular Meeting

Tuesday, December 9, 2025 4:00 PM 310 Four Corners Road, Port Townsend, WA 98368 and online via Zoom



To join online go to: https://zoom.us/my/jeffcopud. Follow the instructions to login | Meetings will open 10 minutes before they begin | Toll free call in #: 833-548-0282 | Meeting ID#: 4359992575#. Use *6 to mute or unmute and *9 to raise a hand to request to begin speaking.

1. Call to Order

JPUD will be offering both virtual on-line meetings as well as in-person meetings, unless advance notice is provided. Online 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. Roll Call

Establishment of Quorum by confirming attendance of commissioners present.

3. Agenda Review

Recommended Action: Make a motion to approve the agenda as presented.

4. Public Comment

The public comment period allows members of the public to comment, limited to 3 minutes each, on any items not specifically listed on the Agenda or for items listed on the Consent Agenda. Prior to any public comment, members of the public must first be recognized by the President, or the designated Chair of the meeting, and are not permitted to disrupt, disturb, or otherwise impede the orderly conduct and fair progress of the Commission's meeting. After an initial warning by the President, or the designated Chair of the meeting, individuals who intentionally violate these guidelines through actual disruption of the Commission meeting will be dropped from the meeting. (15 min)

5. Leadership Reports

For information only, not requiring a vote.

6. Commissioner Reports

For information only, not requiring a vote.

7. 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.

Recommended Action: Make a motion to approve the Consent Agenda as presented.

7.1 Prior Minutes

- Special Meeting November 18, 2025 Minutes Public.docx
- Regular Meeting November 18, 2025 Minutes Public.docx
- Special Meeting November 19, 2025 Minutes Public.docx
- Special Meeting December 2, 2025 Minutes Public.docx @

7.2 Vouchers

- VOUCHER APPRVL FORM TO BE SIGNED BY COMMISSIONERS
 12 09 25.pdf
- VOUCHER CERT FORM SIGNED BY M.Bailey 12 09 25--Signed.pdf ❷
- 7.3 <u>Financial Report</u> @
- 7.4 <u>Correspondence Log</u> *∅*
- 7.5 <u>2026 Board Calendar</u> @
- 7.6 Wheeling Agreement: Port Townsend Paper Company @

8. Unfinished Business

For the unfinished business section discussions: please hold public comment until each presentation is done but before the vote.

8.1 <u>Clean Energy Implementation Plan (CEIP) Presentation</u> *⊗* & Report *⊗*

Presenter: Jean Pepper, Services Director

Recommendation Action: Make a motion to approve the 2026 Jefferson County Public Utility District No. 1 Clean Energy Implementation Plan, in addition to the submittal of information to the Department of Commerce by January 1,

2026.

8.2 2026 Broadband Rates & Policy @

Presenter: Will O'Donnell, Broadband and Communications Director

Recommendation Action: Make a motion to approve resolution 2025-XXX rescinding previous rates and agreements and adopting new and revised rates, charges and policies for Retail and Wholesale Broadband Services as presented.

9. New Business

For the new business section discussions: please hold public comment until each presentation is done but before the vote.

9.1 <u>Interlocal Agreement: Port Hadlock UGA Sewer System</u> @

Presenter: Jose Escalera, Water Superintendent

Recommended Action: Make a motion to authorize the Board of Commissioners and General Manager to sign the Interlocal Agreement for the Port Hadlock UGA Sewer System with Jefferson County.

9.2 <u>Prequalification: 2026 Pole Test and Treat</u> @

Presenter: Jean Pepper, Service Director

Recommended Action: Make a motion to add the aforementioned contractors to the prequalified contractors list for electrical facility construction, maintenance or improvement per RCW 54.04.080 and RCW 54.04.085.

9.3 Bid Award: Marrowstone Island Tree Trimming @

Presenter: Jean Pepper, Service Director

Recommendation Action: Make a motion to authorize the General Manager or designee to enter into a contract with Xylem 1, LLC for the SR116/Marrowstone Island Tree Trimming Project (Bid No. 25ELE0804).

9.4 Bid Award: Tree Trimming Dock Crew @

Presenter: Jean Pepper, Service Director

Recommendation Action: Make a motion to authorize the

General Manager or designee to enter into a contract with DJ's Electrical, Inc., for the Tree Trimming Dock Crew 2026-2027 Project (Bid No. 25ELE0805).

9.5 <u>Credit Card Policy > Procedure</u> *∅*

Presenter: Jean Pepper, Service Director

Recommended Action: Make a motion to rescind the current credit card policy and continue with the proposed credit card procedure document as discussed.

10. Adjourn

Public Utility District No. 1 of Jefferson County is an Equal Opportunity Provider and Employer.