

## Agenda Packet: Regular Meeting

Tuesday, February 3, 2026 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](tel: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. **Commissioner Reports**

For information only, not requiring a vote.

### 6. **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.

6.1 Previous Minutes

- [Special Meeting January 20, 2026 - Minutes.docx](#) 
- [Regular Meeting January 20, 2026 - Minutes.docx](#) 

6.2 Vouchers

- [voucher approval form 2-03-2026 to be signed by commissioners.pdf](#) 
- [voucher certification form for 2-03-2026 signed.pdf](#) 

6.3 [Prequalification of Electrical Contractors](#) 

6.4 Correspondence Log - No Report

**7. New Business**

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

7.1 Hazard Mitigation Plan / [Resolution Adoption](#) 

Presenter: Willie Bence, Director at Department of Emergency Management

Recommended Action: Make a motion to adopt the Jefferson County and City of Port Townsend All Hazard Mitigation Plan as presented.

7.2 Employment Policy Proposal

- [Agenda Report](#) 
- [Resolution](#) 

Presenter: Joe Wilson, General Manager

Recommended Action: Make a motion to approve the authorization of changes to policies for compliance with changes in statute, case law, rulings and decisions as presented.

**8. Unfinished Business**

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

## 8.1 2026 Non-Represented Salary Structure

- [Salary Table](#) 
- [Agenda Report](#) 
- [Resolution](#) 

Presenter: Melanie Des Marais, Human Resources Director

Recommended Action: Make a motion to approve the 2026 salary structure and job titles for non-represented employees as presented.

## 9. Adjourn

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