

MINUTES OF PUBLIC MEETING OF COMMISSIONERS
OF PUBLIC UTILITY DISTRICT NO. 3
OF MASON COUNTY, WASHINGTON

President Farmer called a regular teleconference meeting of the Mason County PUD No. 3 board of commissioners to order at 10:00 a.m. The meeting was held virtually using WebEx video conference in Shelton, Washington, on Tuesday, May 12, 2020.

District officers present were: Commissioners, Thomas J. Farmer; Linda R. Gott; Bruce E. Jorgenson; Manager Annette Creekpaum; Attorney Robert Johnson; Risk Manager/Auditor Brian Taylor; Finance Manager/Treasurer Sherry Speaks.

The following PUD 3 personnel were present: IS Manager John Bennett; Environmental & Admin Specialist Ali Burgess; Director of Business Operations Michelle Burlison; Asst. Public Information & Government Relations Manager Lynn Eaton; Customer Service Manager Diane Hennessy; Telecommunications & Community Relations Manager Justin Holzgrove; Director of Engineering & Utility Services Dale Knutson; Conservation Manger Koral Miller; Network Systems & Cyber Security Administrator Joel Moore; Public Information & Government Relations Manager Joel Myer; Power Manager Michele Patterson; Administrative Services Manager Mary Taylor-Monger (recorded minutes).

A member of the public in attendance (teleconference) was Randy Lewis of Shelton.

MODIFICATION AND/OR APPROVAL OF AGENDA

The agenda was approved as presented

CONSENT AGENDA

Mr. Farmer reviewed the items listed on the consent agenda. Mr. Jorgenson moved; motion seconded by Ms. Gott to adopt the consent agenda. MOTION PASSED UNANIMOUSLY. By adopting the consent agenda, the following items were approved:

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| a. | Minutes of the April 28, 2020 regular commission meeting. | |
| b. | Voucher Nos. (May 5 ,2020) 153883 through 153940
(Includes electronic funds transfer payment Nos. 21963-21973) | \$ 409,777.69 |
| c. | Voucher Nos. (May 12 ,2020) 153941 through 154008
(Includes electronic funds transfer payment Nos. 21974-22151) | <u>\$ 3,859,670.87</u> |
| | TOTAL | \$ 4,269,448.56 |
| d. | Void accounts payable checks for the week ending May 8,2020, in the total amount of \$173,421.00. | |
| e. | Governance Policy Expense Approval | |

*Vouchers audited and certified by the district auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the board.

COMMENTS FROM THE PUBLIC

No public comment was given.

ACTION ITEMS

Recommendation was made to adopt Resolution No. 1752, A Resolution “Authorizing the undersigned to sign RUS Form 675 in connection with the requisitioning and accounting for loan funds.”

At Mrs. Creekpaum’s request, Mr. Taylor provided commission with details regarding Resolution No. 1752. Mr. Taylor stated that in order to complete the acceptance of the Reconnect Grant, the Federal Government requires PUD 3 to complete several forms. Including detailing District staff overseeing the grant funds, requesting grant funds, and agreement between PUD 3, Federal Government, and Heritage Bank to track grant activity in a specific bank account.

Mr. Jorgenson moved to adopt Resolution No. 1752, A Resolution “Authorizing the undersigned to sign RUS Form 675 in connection with the requisitioning and accounting for loan funds.” Motion seconded by Mr. Farmer. After a brief discussion, MOTION PASSED UNANIMOUSLY.

STAFF REPORT

Mrs. Creekpaum reported on the current COVID-19 efforts. She stated that PUD 3 is an essential supplier for the power and fiber in the County. The workplace needs to be safe and healthy to accomplish this mission. As of May 12, 2020, Mason County has twenty-nine (29) COVID-19 cases and one (1) death. Seven (7) of the cases are active. Washington State has 16,891 confirmed cases with 931 deaths. She reported that operations have transitioned back to work full time weekly schedules with all modifications mentioned at the last meeting. While there is not an end in sight for office employee transition, a staggered return is anticipated when the time is right. Flex schedules and telework may remain options to keep workforce working. We will see employees with common cold and or allergies not able to work in the office but can work at home because of telework measures put in place over the last eight (8) weeks to allow for this. Loss of productivity is the highest cost any employee could incur. We overcame this with telework and added electronic forms and processes to accommodate this type of work. The complexity of staggered returns and the availability of vaccines puts many employers allowing telework as an effective way to social distance and ensure safety for customers, employees, and employers. This unprecedented time has shown the management team that telework is effective and does work.

Mrs. Creekpaum reported that twelve (12) of the twenty-two (22) Drive-In Wi-Fi hotspots are currently active, with more scheduled to be turned up through the week. At Mrs. Creekpaum’s request, Mr. Holzgrove provided commission with details of the hotspots. Mr. Holzgrove stated The PUD participated in a dispersed virtual news conference with the Department of Commerce, featuring Russ Elliott of the State Broadband Office, Lisa Brown, Director of the Department of Commerce, and Secretary of State, Kim Wyman. The Wi-Fi hotspot at Skookum Hall hosted Ms. Wyman, who talked about the importance of rural broadband and thanked PUD 3 for the work we are doing. We have already been receiving many compliments from community leaders such as Superintendent John Gummel (Pioneer School District), Shelton School District staff, and others. Members of the public have also chimed in with their appreciation, “Very thankful for this! Just finished the last of my college assignments sitting in my car last night.” -PUD 3 Customer, Kaylee S. Mason County Commissioner, Kevin Shutty, and Hood Canal School Superintendent, Nikki Grubbs, also reached out to the District to request a hotspot at Hood Canal School to support increased broadband access to students of the Skokomish Nation. This hotspot will be installed on May 14, 2020.

Mrs. Creekpauam stated that the bid opening for the Highway 108 connection of fiber optic network with Grays Harbor PUD will occur on May 13, 2020.

Mrs. Creekpauam informed commission that the Washington State Auditor is virtually on site and will be conducting the annual audit for approximately five (5) weeks.

COMMISSIONERS' REPORT

Ms. Gott reported that she attended the virtual Public Power Council (PPC) and Western Public Agency Group (WPAG) meetings.

Mr. Farmer reported that he attended virtual Public Power Council (PPC) and Western Public Agency Group (WPAG) meetings.

GOOD OF THE ORDER

With no further business appearing, the commission meeting adjourned at 10:35 a.m.



Thomas J Farmer (May 26, 2020 10:49 PDT)

Thomas J Farmer, President



Linda R Gott (May 26, 2020 13:30 PDT)

Linda R. Gott, Vice President

ATTEST:



Bruce E. Jorgenson (May 26, 2020 14:13 PDT)

Bruce E. Jorgenson, Secretary