

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 Microsoft Teams in Shelton, Washington, on Tuesday, June 2, 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 was absent.*

The following PUD 3 personnel were present: IS Manager John Bennett; Environmental & Admin Specialist Ali Burgess; Director of Business Operations Michelle Burleson; Public Information & Government Relations Manager Lynn Eaton; Customer Service Manager Diane Hennessy; Director of Engineering & Utility Services 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).

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:

- a. Minutes of the May 26, 2020 regular commission meeting.
- b. Voucher Nos. (June 2 ,2020) 154126 through 154164 \$ 166,777.49  
(Includes electronic funds transfer payment Nos. 22373-22384
- Total** \$ 166,777.49
- c. 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.

ACTION ITEMS

Recommendation was made to adopt Resolution No. 1753, A Resolution Authorizing Electronic Signatures by the Board of Commissioners and District Employees.

Mrs. Creekpaum stated that Resolution Nos. 1753 and 1754 deal with telework due to COVID-19. This process is routine and necessary and appropriate for consideration in light of the COVID-19 situation

and pending retirements in key management positions. Both are intended to memorialize existing practices and procedures with respect to District signing authority and District electronic signature options. District tools, technology security, and technology administration standards are all in compliance with Washington's Uniform Electronic Transactions Act (ESSB 6028), signed by the Governor March 18, 2020, with an effective date of June 11, 2020.

Mr. Jorgenson moved, Mr. Farmer seconded to adopt Resolution No. 1753, A Resolution Authorizing Electronic Signatures by the Board of Commissioners and District Employees. MOTION PASSED UNANIMOUSLY.

Recommendation was made to adopt Resolution No. 1754, A Resolution Memorializing Existing Signing Authority.

Mrs. Creekpau said that the Resolution 1754 is another impact of COVID-19. It is routine for administration processes and became apparent that there was a need to memorialize signatures by staff. This is more of a housekeeping item.

Ms. Gott moved, Mr. Jorgenson seconded to adopt Resolution No. 1754, A Resolution Memorializing Existing Signing Authority. MOTION PASSED UNANIMOUSLY.

#### STAFF REPORT

Mrs. Creekpau reported on the current COVID-19 efforts. She stated that the Governor's "stay home, stay safe" order for the state ended on May 31, 2020. The state is now in "safe start" mode.

Mrs. Creekpau stated that many proclamations by the Governor have been amended and extended thru June 17, 2020. Such as, proclamation 20-28.4, Open Public Meetings Act and Public Records Act. Also, proclamation 20-23.4, Ratepayer Assistance and Preservation of Essential Services. This proclamation requires all utilities providing energy, telecommunications, and water services in Washington State to develop COVID-19 Customer Support Programs. The programs must be reviewed and posted prominently on a public website by July 10, 2020. The prohibitions on disconnecting, refusing to reconnect, and charging late fees in this proclamation are extended until July 28, 2020. Mrs. Creekpau said that PUD 3 is prepared to comply with Washington State Utilities and Transportation Commission (UTC) rules.

Mrs. Creekpau stated that as of May 30, 2020, Mason County has thirty-six (36) confirmed COVID-19 cases and one (1) death. Washington State has 21,977 confirmed cases and 1,124 deaths. The State Emergency Operations Center (EOC) is already planning on the next wave of COVID-19 for the fall months.

Mrs. Creekpau advised commission that the Bonneville Power Administration (BPA) will have a maintenance outage at the Potlatch substation on June 13, 2020 beginning at 11:45 p.m. until 8:00 a.m. June 14, 2020. This will affect 1,840 customers at Lake Cushman. Outage notification letters have been sent out to customers.

The BPA has stated that it is highly likely that the Federal Energy Regulatory Commission (FERC) will approve the Financial Reserve Policy Surcharge (FRP) to be stopped from July 2020 through fiscal year 2021. A BPA hearing will be held on June 5, 2020 to discuss.

PUD 3 received notification from BPA that there is a risk that the Oversupply Management Protocol (OMP) will be implemented given forecasted flows and limited storage. This is caused by high water flows coupled with low power demand. There is a potential that Energy Northwest (EN) would be able to leverage its use of Columbia Generating Station so that the oversupply surcharge would not be assessed.


At Mrs. Creekpaum's request, Mr. Myer provided commission with a Northwest River Partners update. He reported that Northwest River Partners has begun a new campaign aimed at educating younger influencers about the benefits of the Columbia River hydropower system. As of the end of May, 1.1 million users viewed the first series of videos, double what was expected at this stage of the campaign. The campaign will run through August.

#### COMMISSIONERS' REPORT

Mr. Farmer reported that he will be attending the virtual Public Power Council (PPC) meeting on Thursday.


#### GOOD OF THE ORDER

With no further business appearing, the commission meeting adjourned at 10:27 a.m.

  
Thomas J Farmer (Jun 23, 2020 18:31 PDT)  
Thomas J Farmer, President

  
Linda Gott (Jun 23, 2020 20:47 PDT)  
Linda R. Gott, Vice President

ATTEST:

  
Bruce E. Jorgenson (Jun 24, 2020 08:28 PDT)  
Bruce E. Jorgenson, Secretary