

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 8, 2021.

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: John Bennett IS Manager; Environmental & Administrative Specialist Ali Burgess; Communications & Government Relations Manager Lynn Eaton; Director of Business Operations Michelle Endicott; Customer Service Manager Diane Hennessy; Director of Engineering & Utility Services Justin Holzgrove; Power Manager Michele Patterson; Administrative Services Manager Mary Taylor-Monger (recorded minutes).

Member of the public in attendance (video conference) 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:

- |    |   |              |                   |
|----|---|--------------|-------------------|
| a. | Minutes of the May 25, 2021 regular commission meeting.   |              |                   |
| b. | Voucher Nos. (June 01, 2021) 157799 through 157847<br>(Includes electronic funds transfer payment Nos. 28200-28215) | \$           | 497,529.38        |
| c. | Voucher Nos. (June 08, 2021) 157848 through 157900<br>(Includes electronic funds transfer payment Nos. 28216-28236) | \$           | <u>173,632.46</u> |
|    |   | <b>Total</b> | \$ 671,161.84     |
| d. | 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.

PUBLIC COMMENTS

No public comment was given.

## STAFF REPORT

Mrs. Creekpau reported on the current COVID-19 efforts. As of June 7, 2021, there are 2,229 confirmed COVID-19 cases, and thirty-three (33) COVID related deaths in Mason County. There were 69 new confirmed cases in the last fourteen (14) days and 106 confirmed cases per 100,000 tested. Washington State, as of June 7, 2021, has 405,920 confirmed COVID-19 cases, 5,709 COVID related deaths, and 7.2 million vaccinations given. On June 3, 2021, Governor Inslee announced immunization incentives called “shot of a lifetime”.

At Mrs. Creekpau’s request, Mrs. Eaton provided an update to commission. She explained the concerns over the moratorium lift currently scheduled for July 31, 2021. PUD 3 continues to educate customers about financial assistance resources. Mrs. Eaton will meet with Governor Inslee’s office on June 8, 2021 to share outreach programs and the efforts to provide assistance information to delinquent customers. Mrs. Eaton reported on a car versus pole accident over the weekend that resulted in a five (5) hour outage in the Sandhill area in North Mason County. This caused fusing issues at the Collins Lake Substation that required an additional outage on Sunday to make repairs.

At Mrs. Creekpau’s request, Ms. Patterson provided a power situation statement update to commission.

Mrs. Creekpau presented the commission with a reopening plan for the PUD 3 offices. She stated that Governor Inslee has declared Washington State reopened as of June 30, 2021. It is important to consider the safety of employees and avoiding covid exposures to staff. Mrs. Creekpau recommends a ninety (90) day approach to reopening and shall base it on the lifting of the moratorium and the continuously changing compliance requirements. The following phases were recommended:

- 30 days post moratorium lifted. Lobbies remain closed while facilities are made compliant based on requirements. Select staff integrated from remote work back to offices.
- 60 days post moratorium lifted. Offices open by appointment or other arrangements only.
- 90 days post moratorium lifted. Fully re-open Johns Prairie and Belfair. Shelton payment center shall remain closed.

These phases allow time to meet protocols and reduce safety concerns for staff once the moratorium is lifted. Mrs. Creekpau explained the benefits of not reopening the downtown payment center. She explained that initially during construction of the Johns Prairie Operations Center it was discussed that eventually the payment center downtown would not be utilized for customer service. She further explained that PUD 3 would still have a downtown presence by possibly using the payment center building for future telecom use and having the payment kiosk available.

Mrs. Gott agreed that the PUD will maintain a presence in downtown Shelton by utilizing it for telecom. Payments can still be made at the kiosk downtown location and she is not opposed to the idea of closing the downtown payment center.

Mr. Jorgenson concurred that the public has adjusted to traveling to the Johns Prairie office and attending events there.

Mr. Farmer agreed that the customer service kiosk shall remain downtown, still allowing for a payment access for customers. He agreed to moving forward with the phased reopening plan.

Mrs. Creekpauum reiterated the phased in approach to reopening the lobbies. The moratorium currently is scheduled to be lifted on July 31, 2021 with a push from utilities to the governor to follow through with this date.

Mr. Jorgenson and Mrs. Gott agreed that it is time to move forward with the phased opening and get back to as near as normal operations as possible. Mr. Farmer feels that it is a wise approach to the reopening of the offices.

Ms. Gott moved to “Approve a phased re-opening as presented of the Johns Prairie and Belfair lobbies and not re-open the downtown Shelton Payment Center lobby.” Motion seconded by Mr. Farmer. MOTION PASSED UNANIMOUSLY.

Mr. Farmer asked Mr. Jorgenson and Ms. Gott for input regarding returning to in person commission meetings. Mr. Jorgenson recommends moving to in person meetings as soon as possible. Ms. Gott would like to resume in person meetings with the option of a hybrid format. Mr. Farmer stated that in person meetings after July 31, 2021 would be in line with the lifting of the moratorium.

Mr. Farmer moved to “resume in person commission meetings after July 31, 2021 on the regular schedule and include a hybrid format.” Ms. Gott seconded the motion. MOTION PASSED UNANIMOUSLY.

#### COMMISSIONERS’ REPORT

Ms. Gott reported that she attended Energy Northwest executive board meeting concerning the path forward in the CEO search. She also attended the PPC and PURMS, and SAO meetings.

Mr. Farmer reported that he attended the WPAG, PPC, and SAO entrance conference.

#### GOOD OF THE ORDER

With no further business appearing, the commission meeting adjourned at 10:44 a.m.

  
THOMAS J FARMER (Jun 29, 2021 22:08 PDT)  
Thomas J Farmer, President

  
Linda R. Gott (Jun 30, 2021 19:13 PDT)  
Linda R. Gott, Vice President

ATTEST:

  
Bruce E. Jorgenson (Jun 30, 2021 19:13 PDT)  
Bruce E. Jorgenson, Secretary