

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

President Farmer called a regular 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, August 24, 2021.

District officers present were: Commissioners, Thomas J. Farmer Bruce E. Jorgenson, and Linda R. Gott (arrived at 10:02). Manager Annette Creekpaum; Attorney Robert Johnson (arrived at 10:04); Finance Manager/Treasurer Sherry Speaks; and Risk Manager/Auditor Brian Taylor.

The following PUD 3 personnel were present: John Bennett IS Manager; Safety and Environmental Programs Coordinator Ali Burgess; Communications & Government Relations Manager Lynn Eaton; Director of Business Operations Michelle Endicott; Customer Service Manager Diane Hennessy; Operations Manager Chris Miller; Network Systems & Cyber Security Administrator Joel Moore; Energy Services Manager Koral Miller; Power Manager Michele Patterson; Administrative Services Manager Mary Taylor-Monger (recorded minutes).

Members of the public in attendance were Randy Lewis of Shelton and Dedrick Allen of *Mason Web TV*

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 Mr. Farmer 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 August 10, 2021, regular commission meeting.   |              |                        |
| b. Voucher Nos. (August 17, 2021) 158465 through 158550<br>(Includes electronic funds transfer payment Nos. 29161-29362)   | \$           | 3,393,639.82           |
| c. Voucher Nos. (August 24, 2021) 158551 through 158619<br>(Includes electronic funds transfer payment Nos. 29363-29387)   | \$           | <u>415,329.06</u>      |
|  | <b>Total</b> | <b>\$ 3,808,968.88</b> |
| d. Governance Policy Expense Approval  |              |                        |
| e. Accounts to write off-deceased customers with no assets and bankruptcies in the amount of \$195.24. Void accounts payable checks for the week ending August 13, 2021, in the amount of \$3,369.80 and the week ending August 20, 2021, in the amount of \$95.38 |              |                        |

\*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.

## ACTION ITEMS

Recommendation was made to approve an Interlocal Agreement Regarding PUD 1's Water System Acquisition and Management within PUD 3's Service Territory.

Mrs. Creekpaum stated that this is a renewal of a 25-year agreement authorizing PUD 1 to construct, acquire, maintain, and operate water works and systems within PUD 3 service boundaries. Currently PUD 3 does not operate water systems and it is in the best interest of PUD 3 to facilitate PUD 1's ownership and operation of public and private water systems.

Ms. Gott moved, the motion was seconded by Mr. Farmer to approve Interlocal Agreement Regarding PUD 1's Water System Acquisition and Management within PUD 3's Service Territory. MOTION PASSED UNANIMOUSLY.

Recommendation was made to approve the purchase of an Owens Equipment TruVac HXX Vac Truck.

At Mrs. Creekpaum's request, Mr. Miller provided a summary of the request. The purchase would provide crucial support for our Federal RUS grant work and future support of underground replacements. Funding of the approximately \$519,000 cost is accommodated by the Federal Grant and the remaining balance would be drawn from the Bond Funds. Currently, it is necessary to rent a truck or work with the city of Shelton to use its equipment. Select PUD 3 employees are already trained and will be the only staff to operate the equipment.

Ms. Gott moved, the motion was seconded by Mr. Farmer to approve the purchase of an Owens Equipment TruVac HXX Vac Truck. After a brief discussion, MOTION PASSED UNANIMOUSLY.

## STAFF REPORT

Mrs. Speaks reviewed the status of the budget as of July 31, 2021, with the commissioners. The month-end receipts for July were \$6.2 million, expenditures were \$6.3 million. Finishing the month of July with a positive year to date budget balance of \$1.7 million.

Mrs. Speaks then provided the treasurer's report of funds through July 2021. The opening cash balance for July was \$3.7 million and was \$7.2 million at month's end. The total of all funds at month-end were \$33.5 million.

Mrs. Creekpaum reported on the current COVID-19 efforts. As of August 20, 2021, there are 2,932 confirmed COVID-19 cases, and forty-three (43) COVID related deaths in Mason County. There were 403 new confirmed cases in the last fourteen (14) days and 620 confirmed cases per 100,000 tested. Mason County has 48.5 percent of its population fully vaccinated. Washington State, as of August 20, 2021, has 477,415 confirmed COVID-19 cases, 6,356 COVID related deaths, and 8.3 million vaccinations given. Washington State has 59.3 percent of its population fully vaccinated. There is an

increase in cases as a 5<sup>th</sup> Covid surge is upon us. The Governor is requiring mask mandates for public spaces including vaccinated people. L&I requirements are being reviewed for engineering controls needed for workstations and barriers between workstations and public to help prevent the spread of Covid. PUD 3 has had four (4) employees test positive since the last commission meeting. We continue to see the benefit of remote work in both limiting potential of the spread of illness as well as minimizing time involved in handling state requirements following positive cases at work. Mrs. Creekpau provided an example of how positions have transitioned to telework positions by reviewing the Accounts Payable position. It has transitioned to a paperless virtual position with success and is more efficient now than it was pre-covid.

Mrs. Creekpau provided a current engineering report. In July 2021 electrical applications totaled 107 and 606 year to date. Compared to July 2020 of 99 and 559 year to date.

Mrs. Creekpau reported that the 2022 budget planning is underway. The rate of inflation is a factor with an increase in material cost with no expectation of it lowering.

At Mrs. Creekpau's request, Ms. Eaton reported on National Hydro Power Day. There is an increase on a campaign to breach the lower snake river dams. PUD 3 signed a joint letter with Northwest River Partners that will be published in several papers. It will combat the argument to remove the lower snake river dams and highlight the importance of the dams and hydro power while correcting many false statements and facts by other entities wanting to remove the dams.

#### COMMISSIONERS' REPORT

Mrs. Gott reported that she attended the NoaNet meeting and will attend the Energy Northwest executive board meeting and annual retreat.

Mr. Farmer reported that he attended the recent NoaNet meeting.

#### GOOD OF THE ORDER

With no further business appearing, the commission meeting adjourned at 10:37 a.m.

  
THOMAS J FARMER (Sep 14, 2021 13:25 PDT)

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Thomas J Farmer, President

ATTEST:

  
Bruce E. Jorgenson (Sep 14, 2021 13:25 PDT)

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Bruce E. Jorgenson, Secretary

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Linda R. Gott, Vice President