

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

President Farmer called the regular meeting of the Mason PUD 3 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, December 7, 2021.

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

The following PUD 3 personnel were present: IS Manager John Bennett; Communications & Government Relations Manager Lynn Eaton; Director of Business Operations Michelle Endicott; Customer Service Manager Diane Hennessy; Operations Manager Chris Miller, Energy Services Manager Koral Miller; Network Systems & Cyber Security Joel Moore, Power Manager Michele Patterson, and Administration 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 November 23, 2021, regular commission meeting.   |              |                   |
| b. | Voucher Nos. (November 30, 2021) 159472 through 159540<br>(Includes electronic funds transfer payment Nos. 30818-31008) | \$           | 1,559,305.73      |
| c. | Voucher Nos. (December 7, 2021) 159541 through 159600<br>(Includes electronic funds transfer payment Nos. 31009-31038)  | \$           | <u>328,257.25</u> |
|    |   | <b>Total</b> | \$ 1,887,562.98   |
| d. | Governance Policy Expense Approval  |              |                   |
| e. | Void accounts payable checks for the week ending December 3, 2021, in the amount of \$588.09.                           |              |                   |
| f. | Accounts to write off-deceased customers with no assets and bankruptcies in the amount of \$219.12.                     |              |                   |

\*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 Approve Resolution No. 1778, “A Resolution Declaring the 2022 Regular Board of Commissioners’ Meeting Schedule and Location”.

Mrs. Creekpaum stated that all public utility association and industry meeting dates are reviewed to avoid conflict of meetings. She noted that there will be two meetings in December 2022 to avoid too much time between the December and January meetings.

Mr. Jorgenson moved, motion seconded by Ms. Gott to approve Resolution No. 1778. MOTION PASSED UNANIMOUSLY.

Recommendation was made to Approve Organization Membership Representations for 2022 as presented.

Mrs. Creekpaum said the organization representation has been updated with current staff positions. Commission representation remains the same.

Ms. Gott moved, motion seconded by Mr. Farmer to approve Organization Membership Representations for 2022. MOTION PASSED UNANIMOUSLY.

Mr. Farmer opened the discussion for Board of Commission Officers for 2022. Mr. Jorgenson moved to extend the present board positions into 2022. Mr. Farmer stated that he has held the position of president for three (3) years and moved that Ms. Gott take on the position of president. Ms. Gott accepted, and Mr. Jorgenson withdrew his motion and seconded Mr. Farmer’s motion. After a brief discussion, Mr. Farmer confirmed the motion of approving Ms. Gott President, Mr. Farmer Vice President, and Mr. Jorgenson Secretary for 2022. MOTION PASSED UNANIMOUSLY

## STAFF REPORT

Mrs. Creekpaum reported on the current COVID-19 efforts. As of December 7, 2021, there are 5,526 confirmed COVID-19 cases, and seventy-two (72) COVID related deaths in Mason County. There were 250 new confirmed cases in the last fourteen (14) days. Mason County reports a 54.2 percent vaccination rate. Washington State has an eighty (80) percent rate of one (1) vaccination and seventy-four (74) percent fully vaccinated. Washington State, as of December 7, 2021, has 689,330 confirmed COVID-19 cases, 9,436 COVID related deaths, and 11 million vaccinations given.

Mrs. Creekpaum provided a Telecom and Engineering report. She said that fifty-three (53) new telecom applications were received in November 2021, with a year-to-date total of 534. This is compared to 2020 with a total of 450. Engineering had sixty-five (65) new service applications in November 2021, with a year-to-date total of 921, compared to 891 in 2020.

Mrs. Creekpaum gave a report on the PUD’s substation infrastructure needs. She noted that internal discussions regarding the upgrades to the Belfair substation as well as plans for the addition of a ring bus switching yard have begun outside the engineering department. She noted that the infrastructure will provide additional capacity and reliability to the growing Belfair community. She also explained that staff is researching funding opportunities for both the Belfair project as well as the Dayton (Goldsborough Switching Yard) project. Finally, she reported the land purchase from the Bonneville

Power Administration, for the future Potlatch Substation, is wrapping up and will be presented to the commission at the next meeting for historical documentation of this real property purchase

Mrs. Creekpaum announced that several PUD 3 employees volunteered their time to have a PUD entry in the Shelton parade that was held in the downtown area.

COMMISSIONERS' REPORT

Ms. Gott reported that she attended the NoaNet Broadband seminar and WPUA meetings.

Mr. Farmer reported that he attended the WPUA meetings.

GOOD OF THE ORDER

Following the calendar review, the commission meeting recessed at 10:22 a.m. and reconvened at 10:24 a.m. to meet in executive session for as authorized by the Open Public Meetings Act, RCW 42.30.110 (1) (g) to review the performance of a public employee. The executive session is estimated to last approximately five (5) minutes with no action taken.

At 10:29 a.m. the executive session adjourned and the regular meeting reconvened.

With no further business appearing, the commission meeting adjourned at 10:29 a.m.



THOMAS J FARMER (Jan 11, 2022 13:20 PST)

Thomas J Farmer, President



Linda R. Gott (Jan 11, 2022 13:08 CST)

Linda R. Gott, Vice President

ATTEST:



Bruce E. Jorgenson (Jan 11, 2022 13:30 PST)

Bruce E. Jorgenson, Secretary