

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

President Gott called the regular meeting of the Mason PUD 3 No. 3 board of commissioners to order at 10:01 a.m. The meeting was held virtually using Microsoft Teams in Shelton, Washington, on Tuesday, January 25, 2022.

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

The following PUD 3 personnel were present: Communications & Government Relations Manager Lynn Eaton; Director of Engineering & Utility Services Justin Holzgrove; Energy Services Manager Koral Miller; Network Systems & Cyber Security Joel Moore, Power Manager Michele Patterson, and Administration 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

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

- | | | |
|---|--------------|---------------------|
| a. Minutes of the January 11, 2022, regular commission meeting. | | |
| b. Voucher Nos. (January 18, 2022) 159956 through 160029
(Includes electronic funds transfer payment Nos. 31609-31817) | \$ | 1,988,553.40 |
| c. Voucher Nos. (January 25, 2021) 160030 through 160099
(Includes electronic funds transfer payment Nos. 31818-32012) | \$ | <u>5,407,419.85</u> |
| | Total | \$ 7,395,973.25 |
| d. Governance Policy Expense Approval | | |
| e. Accounts write off-deceased customers with no assets and bankruptcies in the amount of \$6,569.86. | | |
| f. Void accounts payable checks for the week ending January 21 in the total amount of \$67.61. | | |

*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 COMMENT

Mr. Lewis provided public comment.

STAFF REPORT

Mrs. Speaks reviewed the status of the budget as of December 31, 2021, with the commissioners. The month-end receipts for December were \$6.6 million, expenditures were \$7.5 million. Finishing the month of December with a positive year end budget balance of \$1 million.

Mrs. Speaks then provided the treasurer's report of funds through December 2021. The opening cash balance for December was \$3.2 million and was \$7.7 million at month's end. The total of all funds at month-end were \$33.1 million.

Mrs. Creekspaum reported on the current COVID-19 efforts. As of January 24, 2022, there are 8,331 confirmed COVID-19 cases, and one hundred two (102) COVID related deaths in Mason County. There were 1,816 new confirmed cases in the last fourteen (14) days. Washington State has 1.2 million confirmed COVID-19 cases, 10,458 COVID related deaths, and 12.5 million vaccinations given. Last commission meeting it was reported that fifteen (15) percent of PUD's workforce was affected by COVID but that has been updated to twenty (20) percent.

Mrs. Creekspaum provided a year end engineering report. She said that 996 new service applications were received in 2021, compared to 970 in 2020.

Mrs. Creekspaum stated that the annual pole report has been completed. In 2021, forty-five (45) new poles were installed in the system, taking the total pole count to 30,122. At Mrs. Creekspaum's request, Mr. Holzgrove provided a year end review of the pole inspect test and treat program (PIT). He stated that this is the second year of the program. In 2021, 4,143 poles were inspected which is fourteen (14) percent of the system. All transmission poles and all poles along the Tahuya Peninsula were included in the 2021 testing program.

Mrs. Creekspaum said that she was part of the hiring committee for the Kitsap PUD General Manager. It has been announced that Angela Bennink was selected and will begin her duties as General Manager on February 1, 2022, alongside with current General Manager Bob Hunter who will retire on February 28, 2022.

Mrs. Creekspaum stated that she is part of the Northwest Requirements Utilities (NRU) selection committee for a new CEO.

COMMISSIONERS' REPORT

Mr. Farmer reported that he attended the virtual Washington Public Utility Districts Association (WPUDA) meetings January 12-14.

Ms. Gott reported that she attended the virtual WPUDA meetings on Jan 12-13 and the virtual Western Public Agencies Group (WPAG) meeting on January 19.

DISCUSSION ITEMS

Mr. Farmer requested clarification on the reported twenty (20) percent of workforce being affected by COVID. Mrs. Creekpaum replied that twenty (20) percent of employees were on COVID related leave over a two (2) week period, either sick themselves or on leave because of a close contact.

GOOD OF THE ORDER

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



Linda R. Gott (Feb 8, 2022 17:26 PST)

Linda R. Gott, President


THOMAS J FARMER (Feb 8, 2022 16:50 PST)

Thomas J. Farmer, Vice President

ATTEST:


Bruce E. Jorgenson (Feb 8, 2022 16:54 PST)

Bruce E. Jorgenson, Secretary