

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 10:00 a.m. The meeting was held in the PUD 3 auditorium, at 2621 E Johns Prairie Road in Shelton, Washington and virtually using Microsoft Teams in Shelton, Washington, on Tuesday, September 27, 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 Business Operations Michelle Endicott; Energy Services Manager Koral Miller; Network Systems & Cyber Security Joel Moore; Power Manager Michele Patterson; Purchasing Manager Jennifer Renecker (virtual); Administration Services Manager Mary Taylor-Monger (recorded minutes).

Members of the public in attendance were Randy Lewis of Shelton (arrived at 10:02), Juli Tuson of Shelton (virtual).

MODIFICATION AND/OR APPROVAL OF AGENDA

The agenda was modified to amend the executive session time from fifteen (15) to thirty (30) minutes.

PUBLIC COMMENT

No public comment was given.

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 September 13, 2022, regular commission meeting. | | |
| b. Voucher Nos. (September 20, 2022) 162437 through 162504
(Includes electronic funds transfer payment Nos. 35683-35714) | \$ | 2,324,783.96 |
| c. Voucher Nos. (September 27, 2022) 162505 through 16260
(Includes electronic funds transfer payment Nos. 35715-35909) | \$ | <u>1,714,778.65</u> |
| | Total | \$ 4,039,562.61 |
| d. Governance Policy Expense Approval. | | |
| e. Void accounts payable for the week ending September 16, 2022 in the total amount of \$1,300.00 and week ending September 23, 2022 in the total amount of \$1,667.10. | | |

*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 ITEM

Recommendation was made to adopt Resolution No. 1786, A Resolution Establishing Positions and Grades for Supervising and Non-Union Employees (Supersedes Resolution No. 1764).

Mrs. Creekpaum explained that this was a two (2) year effort with the assistance of Milliman Consultants to provide appropriate positions and grades.

Mr. Farmer moved, motion seconded by Mr. Jorgenson to adopt Resolution No. 1786. After a brief discussion, MOTION PASSED UNANIMOUSLY.

Recommendation was made to adopt Resolution No. 1787, A Resolution Establishing the 2023 Non-Union Compensation Plan.

Ms. Gott moved, motion seconded by Mr. Farmer. After a brief discussion, MOTION PASSED UNANIMOUSLY.

STAFF REPORT

Mrs. Speaks reviewed the status of the budget as of August 31, 2022, with the commissioners. The month-end receipts for August were \$7.4 million, expenditures were \$6.6 million. Finishing the month of August with a month end budget of \$765,000.

Mrs. Speaks then provided the treasurer's report of funds through August 2022. The opening cash balance for August was \$7.1 million and was \$8.7 million at month's end. The total of all funds at month-end were \$37.3 million.

Mrs. Creekpaum reported on the current COVID-19 efforts. As of September 22, 2022, there were 13,756 confirmed COVID-19 cases, and one hundred fifty-five (155) COVID related deaths in Mason County. There were 67 confirmed cases per 100,000 in the last seven (7) days. Washington State as of September 23, 2022, had 1.8 million confirmed COVID-19 cases and 14,306 COVID related deaths. There have been three (3) reported PUD 3 employee confirmed case since September 7, 2022.

Mrs. Creekpaum advised commission that the purchasing policy has been modified with compliance and federal regulation language as allowed by Resolution No. 1701. The modification gives more clarity to procurement standards for federal funding.

At Mrs. Creekpaum's request, Mrs. Eaton provided a presentation on the status of the PUD auditorium for public use. She explained that staff is reviewing the current policy, staffing needs, and compliance issues before bringing any proposals to the commission for potential modification to the policy. Mrs. Eaton said she anticipated staff would have the review complete and a proposal to the commission in the next (6) to twelve (12) months. Mr. Farmer and Ms. Gott shared opinions that re-opening the auditorium for public use should be a priority to meet the needs of the public.

At Mrs. Creekpaum's request, Mrs. Eaton provided commission with a presentation on the Inflation Reduction Act. PUD 3 is awaiting guidelines from Federal and State agencies.

At Mrs. Creekpaum's request, Mrs. Taylor-Monger reported on the Shuck & Share 5K fundraising event for Project Share scheduled for Sunday, October 2, 2022.

At Mrs. Creekpaum's request, Mrs. Eaton stated that Public Power week begins on October 3, 2022. This is an opportunity to share the benefits of Public Power with the public. Information will be provided in the office lobbies and on social media.

At Mrs. Creekpaum's request, Ms. Patterson provided commission with a Purchased Power Statement report.

COMMISSIONERS' REPORT

Mr. Farmer reported that he attended the Washington Public Utility Districts Association (WPUDA) meetings.

Ms. Gott reported that she attended NoaNet, Washington Public Utility Districts Association (WPUDA) meeting, and the North Mason Chamber Gala.

GOOD OF THE ORDER

Following the calendar review, the commission meeting recessed at 10:55 a.m. and reconvened at 11:00 a.m. to meet in executive session for no more than 30 minutes to review the performance of a public employee.

At 11:30 a.m. the executive session adjourned and the regular meeting reconvened.

Mr. Farmer moved to direct the district's attorney to modify the compensation section of the manager's employment agreement as follows; effective December 16, 2022, the Manager's salary shall be modified to \$291,504.19. The salary shall be adjusted for payroll years 2024, 2025, 2026, and 2027 to reflect the rate of inflation as determined using the CPI-W percentage rate as published annually from August to August for the Seattle-Tacoma-Bellevue, Washington areas. Motion seconded by Ms. Gott. MOTION PASSED UNANIMOUSLY.

With no further business appearing, the commission meeting adjourned at 11:32 a.m.

Linda R. Gott

Linda R. Gott (Oct 11, 2022 14:09 PDT)

Linda R. Gott, President

Thomas J. Farmer

Thomas J. Farmer (Oct 11, 2022 14:35 PDT)

Thomas J. Farmer, Vice President

ATTEST:

Bruce E. Jorgenson

Bruce E. Jorgenson (Oct 11, 2022 14:36 PDT)

Bruce E. Jorgenson, Secretary