

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 in the PUD 3 auditorium, at 2621 E Johns Prairie Road in Shelton, Washington and virtually using Microsoft Teams in Shelton, Washington, on Tuesday January 24, 2023.

District officers present were: Commissioners Thomas J. Farmer; Jeffery S. McHargue, and Juli A. Tuson; Manager Annette Creekpau 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; Energy Services Manager Koral Miller; Network Systems & Cyber Security Administrator Joel Moore; Administrative Communications Assistant Shaylynn Sweitzer, and Administration Services Manager Mary Taylor-Monger (recorded minutes).

Member of the public in attendance was: Dedrick Allan of *Mason WebTV*

PUBLIC COMMENT

No public comment was given.

MODIFICATION AND/OR APPROVAL OF AGENDA

The agenda was approved as presented.

CONSENT AGENDA

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

- | | | |
|---|--------------|---------------------|
| a. Minutes of the January 10, 2023, regular commission meeting. | | |
| b. Voucher Nos. (January 17, 2023) 163672 through 163763
(Includes electronic funds transfer payment Nos. 37531-37725) | \$ | 1,703,993.03 |
| c. Voucher Nos. (January 24, 2023) 163764 through 163825
(Includes electronic funds transfer payment Nos. 37726-37753) | \$ | <u>4,208,790.32</u> |
| | Total | \$ 5,912,783.35 |
| d. Governance Policy Expense Approval. | | |
| e. Accounts to write off accounts of deceased customers with no assets and bankruptcies in the amount of \$1,043.97 | | |
| f. Void accounts payable for the week ending January 13, 2022 in the amount of \$243.57 | | |

ACTION ITEMS

Recommendation was made to award bid L1-2023 Phillips Road Conduit Vault Infrastructure to low bidder, Hanson Excavation.

Mrs. Creekpau explained the intent of this bid is to install all underground infrastructure for fiber optic build out and electrical upgrades. This work is part of the Community Economic Revitalization Board (CERB) grants and has a time restriction for completion.

Mr. McHargue moved, seconded by Mr. Farmer to award bid L1-2023 to low bidder, Hanson Excavation. MOTION PASSED UNANIMOUSLY.

STAFF REPORT

Mrs. Speaks reviewed the status of the budget as of December 31, 2022, with the commissioners. The month-end receipts for December were \$7.4 million, expenditures were \$8.5 million. Finishing the year with a positive budget of \$75,000.

Mrs. Speaks then provided the treasurer's report of funds through December 2022. The opening cash balance for December was \$3.8 million and was \$3.5 million at month's end. The total of all funds at month-end were \$34.6 million.

Mrs. Creekpau reported that one (1) employee has been infected with COVID since the last commission meeting on January 10, 2023. There have been numerous employees affected with cold and flu symptoms.

Mrs. Creekpau stated that union contract negotiations will begin in February 2023.

Mrs. Creekpau reported that an employee's vehicle was stolen from the Johns Prairie Operating Center (JPOC) parking during business hours. She stated that in a separate incident, gun shots were heard near the JPOC office resulting in police being called and the office being placed on lockdown. No suspicious activities or people were discovered, and the office was released from lockdown.

At Mrs. Creekpau's request, Mrs. Eaton provided a legislative report.

COMMISSIONERS' REPORT

Mr. Farmer reported that he attended the January Washington Public Utility Districts Association (WPUDA) meetings and Legislative reception in Olympia and the virtual Public Power Council (PPC) meeting.


Mrs. Tuson reported that she attended the WPUDA New Commissioner workshop and Legislative reception in Olympia.

Mr. McHargue reported that he also attended the WPUDA New Commissioner workshop and Legislative reception.


GOOD OF THE ORDER

Mr. Farmer reminded commissioners that the good of the order portion of the meeting is an opportunity to bring up discussions and questions.

With no further business appearing, the commission meeting adjourned at 10:26 a.m.



THOMAS J FARMER (Feb 7, 2023 21:18 PST)

Thomas J. Farmer, President


Jeff McHargue (Feb 9, 2023 08:52 PST)

Jeffery S. McHargue, Vice President

ATTEST:


Juli Tuson (Feb 9, 2023 07:31 PST)

Juli A. Tuson, Secretary