

CLALLAM COUNTY PUBLIC UTILITY DISTRICT #1  
**Minutes of the Regular Meeting of the Board of Commissioners**  
Carlsborg Main Office | 104 Hooker Road | Sequim, WA 98382  
**AUGUST 12, 2019**

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**Commissioners Present**

Will Purser, President  
Jim Waddell, Vice President  
Dave Anderson, Secretary

**Staff Present**

Doug Nass, General Manager  
John Purvis, Assistant General Manager  
Simon Barnhart, General Counsel  
Sean Worthington, Finance Manager/Treasurer  
Lori Carter, Controller/Auditing Officer  
Tom Martin, Water/Wastewater Superintendent  
Charlie McCaughan, Procurement & Facilities Supervisor  
Nicole Clark, Communications Manager  
Teresa Lyn, Executive Assistant

**Others Present**

Werner Buehler	Kyle Johnson	Jim Schuenemann
Leo Boyd	Brian Garrett	Paul Hansen
Colleen McAleer	Krestine Reed	
Jim Moran	Richard DeBusman	

The meeting commenced at 1:30 PM.

**CONSENT AGENDA**

Upon recommendation of staff, and upon motion of Commissioner Waddell seconded by Commissioner Anderson and carried, the Commission approved the following:

- a. Minutes of the July 8, 2019 regular meeting;
- b. Claim vouchers from July 8, July 15, July 22, July 29, and August 5, 2019 for a total of \$4,912,968.41;
- c. Payroll vouchers for the period of June 16 through June 30, 2019 and for the period of July 1 through July 15, 2019; and
- d. Removal of delinquent accounts from active accounts receivable in the amount of \$10,763.17 including a 30% collection fee.

**PUBLIC COMMENT**

Leo Boyd requested a response to his company's requests for utilizing some of the Stampede Reservoir facilities in order to install internet services infrastructure.

## **BUSINESS ITEMS**

- a. Colleen McAleer, Executive Director of Clallam Economic Development Corporation (EDC) presented the corporation's 2020 proposal including updates on EDC board membership and moving the EDC to a contractor model for professional services. Defined areas of work were outlined including: business retention and expansion; Emerald Coast Opportunity Zone work; the building of a county platform to aggregate Clallam workforce training needs and identify solutions; facilitating the North Olympic Legislative Alliance, and being the 'go-to' source for publishing Clallam County data. Ms. McAleer concluded by requesting that the District consider renewing its contract with the EDC, along with a \$20,000 funding request, as she believes partnership with the District is critical to the EDC and the County. She invited PUD to come to the quarterly board meetings and advised that a board seat could be created for PUD. EDC board members Jim Moran (of Lumber Traders), Kyle Johnson (of Jamestown S'Klallam Tribe's Economic Development Authority), and Brian Garrett (of Ballymore Consulting), also spoke to encourage PUD to come back to the EDC, stating that the EDC's leadership is strong and the district would be a critical community partner.
- b. Water/Wastewater Superintendent Tom Martin requested that the Commission make a motion to authorize the General Manager to sign the Real Estate Purchase and Sale Agreement with Joe Cammack, as presented. Commissioner Anderson moved to approve the agreement with Commissioner Waddell seconding. The motion carried.
- c. Assistant Manager John Purvis requested a motion to authorize the General Manager to execute Agreement Number 19TP-11840 with the Bonneville Power Administration, for construction activities for line and load interconnection request Number L0386, in the total amount of \$408,000, to be paid in installments in years 2019, 2020 and 2021. Commissioner Waddell moved to approve the agreement with Commissioner Anderson seconding. The motion carried.
- d. Upon recommendation of staff, and upon motion of Commissioner Anderson, seconded by Commissioner Waddell and carried, the Commission passed Resolution No. 2155-19, declaring and authorizing the disposal of a generator and its auto transfer switch from the Forks office.
- e. Upon recommendation of staff, and upon motion of Commissioner Waddell, seconded by Commissioner Anderson and carried, the Commission passed Resolution No. 2156-19, adopting a policy for the payment of claims and obligations by check.

**CORRESPONDENCE/COMMUNICATIONS**

General Manager Doug Nass shared an article on Seattle-based Whooshh Innovations’ new, high-tech fish passage system, which is portable. He also reported on APPA’s partnership with Nissan to promote rebates via utilities on Leaf electric vehicles.

**COMMISSIONER REPORTS**

Commissioners Jim Waddell and Dave Anderson were quite pleased with the orientations provided by all departments. Jim positively commented that he believed we are tightly staffed and “couldn’t squeeze more out of a turnip.” Jim felt a number of the PUD’s resolutions supporting the Snake River dams were incorrect. Commissioner Purser reported that he attended Energy Northwest’s board meeting. Items of discussion were: Energy Northwest’s support of the Snake River dams; a planned equipment \$900 million upgrade and relicensing for the Columbia Generating Station; fish and wildlife issues; BPA’s \$182 million reserve transfer from transmission to power, which will result in a surcharge upon utilities (percentage to be determined); an invitation to participate in an upcoming panel discussion of AMI; BPA’s upcoming trial participation in EIM-CAISO; and the Northwest RiverPartners’ new Executive Director Kurt Miller.

**STAFF REPORT**

General Manager Doug Nass reported that a new payment kiosk will be installed inside of Elwha Food and Fuel on Highway 101 west of Port Angeles. Additional kiosk locations being considered are Country Aire and the Mt. Pleasant IGS store in Port Angeles. The installation of the Main Office drive up kiosk and lane has been delayed due to a redesign aimed to reduce the cost of the project.

Assistant General Manager John Purvis reported on the recent signing of the District’s Utility Construction Agreement with the City of Sequim. The District is to install underground equipment on Fir Street near the high school. He also advised that the Community Solar project cost will be increasing due to the City planning commission’s identification of a code that requires specific kind of fencing around the area.

Water/Wastewater Superintendent Tom Martin reported on a recent loan award of \$607,800 from the Public Works Board which will be utilized to update aging water infrastructure.

**BOARD ACTION ITEMS FOR STAFF**

- a. Staff is to follow up with Leo Boyd on his requests for utilizing the Stampede reservoir facilities for installing internet infrastructure.

**ADJOURNMENT**

There being no further business to come before the Commission, the meeting adjourned at 3:44 PM.

**ATTEST:**

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President

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Vice President

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Secretary

August 12, 2019