

Regular Meeting Agenda
Board of Commissioners
Tues, Jan 5, 2021 5:00 PM
webex
Port Townsend, WA 98368



To join online go to: <https://jeffpud.my.webex.com/meet/JPUD>. Follow the instructions to login. Meetings will open 5 minutes before they begin. CALL IN #: Dial 360-379-5833. No additional log-ins needed.

Page

1. Call to Order

Per the Governor's Extended Proclamation 20-28 and in response to the COVID-19 Pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will be held remotely via Webex until otherwise informed by the Governor. Participant audio will be muted upon entry. Please unmute at the appropriate time to speak. If you are calling in, use *6 to mute and unmute.

2. Agenda Review

3. Public Comment

The public comment period is for any items not specifically listed on the current Agenda or for items listed on the Consent Agenda. The Chair may place time limits on public comments to allow the meeting to be conducted in an efficient and orderly manner. (15 min)

4. Consent Agenda

All matters listed below on the Consent Agenda are considered under one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Consent Agenda

4.1. Prior Minutes





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[PUD BOC Special Mtg Min. 10-27-2020 Draft.pdf](#) 

[PUD BOC Regular Meeting Min. 11-3-2020 Draft.pdf](#) 

[PUD BOC Special Mtg Min. 11-10-2020 Draft.pdf](#) 

[PUD BOC Special Mtg Min. 12-01-2020 Shine Plat.docx](#) 




4.2.	Vouchers Voucher Certification with Supporting Warrant Register & Payroll.pdf  4.02.02 Voucher Approval Form for the Commissioners to BE signed.pdf 	19 - 58
4.3.	Financial Report November 2020 Financials.pdf 	59 - 69
4.4.	Calendar PUD Calendar January 5, 2021.docx 	70

5. Manager and Staff Reports

For information only, not requiring a vote.

6. Old Business

For the OLD and NEW BUSINESS section discussions: please hold public comment until each presentation is done but before the vote .

6.1.	CAB Discussion Agenda Report CAB and BOC for 2021.docx 	71
6.2.	Special Meetings Schedule and Frequency 2Agenda Report Special Meetings Schedule Frequency-woedit.docx 	72
6.3.	Water Leak Policy 3 2021.01.05 Agenda Report & Water Leak Policy.pdf 	73 - 74

7. New Business

7.1.	Conflict of Interest Declarations Agenda Report form Conflict of Interest for BOC.docx .docx  Conflict of Interest Annual Declaration.docx 	75 - 78
7.2.	BOC Memberships and Representation Memberships for Commissioners 2021.docx 	79 - 80

7.3. Laborers Contract 81 - 114

[Agenda Report - Laborers Contract.docx](#) 

[Jefferson County PUD- Laborers CBA Proposal 2021-2024.docx](#) 

7.4. After Hours Call Fee 115

[Agenda Report Afterhours Call Fee- ks.docx](#) 

8. Commissioner Reports

9. Adjourn



**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County**

October 27, 2020

Board of Commissioners

Special Meeting

Pole Attachment Fee Presentation

Broadband Business Planning Proposal

Draft Minutes

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 10:00 a.m. on October 27, 2020, via WebEx video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Will O'Donnell, Communications Director
Mike Bailey, Finance Director
Joel Paisner, General Counsel
Don McDaniel, PUD Consultant
Jean Hall, Customer Service Director
Melanie Patterson, Human Resources Director
Samantha Harper, Engineering Director
Lori Rae, Operations Administrator
Matt Hobson and Sergey Tarasov - FCS Group
Doug Dawson, CCG Consulting

Cammy Brown, Recording Secretary

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Jefferson County PUD
BOC Special Meeting – October 27, 2020
Pole Attachment Fee Presentation
Broadband Business Planning Proposal
Draft Minutes

1. CALL TO ORDER:

Commissioner Dan Toepper called the Special Meeting of the Jefferson County PUD Board of Commissioners for October 27, 2020, to order at 10:00 a.m.

As per the Governor’s Proclamation 20-28 in response to the COVID-19 pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will only be accessible remotely via WebEx and unless otherwise informed by order of the Governor. All participants will be muted upon entry. Please unmute at the proper time to speak. Press *6 on a phone to mute or unmute during a call for phoning in.

A roll call was taken by the commissioners All three commissioners were present. It was determined there was a quorum.

1. AGENDA REVIEW: Commissioner Dan Toepper presented the Agenda. There were no additions or corrections.

MOTION: Commissioner Kenneth Collins made a motion to accept the Agenda as presented. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

2. PUBLIC COMMENT: None.

3. PRESENTATIONS:

4.1 Pole Attachment Fee Presentation by FCS Group: Matt Hobson, Project Manager of FCS Group gave a presentation on the overview of pole attachment fees and how they are regulated in Washington State, fee assumptions and methodology for the fee update and summary of the results. The PUD’s staff recommendation was that the PUD needs to raise the rates. A recommendation and additional information will be coming forth to the commissioners at the next BOC meeting. Commissioner Kenneth Collins requested some data on what other PUDs are doing. No public comment.

4.2 Broadband Business Planning Proposal from CCG Consulting. General Manager Kevin Streett introduced Doug Dawson, President and owner of CCG Consulting who gave a presentation. Major thrust of the project is to see if they can come up with business plan and pricing structure. He gave details on the plan which will be put in place to tackle the project. Open access network is not an easy problem to solve. Details of discussion can be heard on audio recording at www.jeffpud.org.

Public Comment

- **Question:** How will information be identified and how will the information be made available to pursue state or federal grants or loans?

Response: There will be a written report. One of the sections of that report will be discussion of grants.

Question: It seems like information that is necessary for grants is always a challenge. So, to what degree does this report provide the detailed information necessary to pursue grants?

Response: The business plans that are created will be sufficient for going after grants. The biggest problem you will have with open access networks is some of the federal grants can only be given to retail providers. That’s a problem because the PUD is not a retail provider. Those grants are available to the PUD, but in order to get them you have to partner with an ISP on the PUD network.

5. **DISCUSSION.** There was no discussion.

6. **ADJOURNMENT:** Commissioner Dan Toepper declared the October 27, 2020, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners adjourned at 10:55 a.m.

 Minutes prepared by
 Cammy Brown, PUD Recording Secretary

Approved:

_____	_____
Commissioner Jeff Randall, Secretary	Date

Attest:

_____	_____
Commissioner Dan Toepper, President	Date

_____	_____
Commissioner Kenneth Collins, Vice President	Date

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**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County**

**November 3, 2020
Board of Commissioners
Regular Meeting**

Draft Minutes

The Regular Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 5:00 p.m. on November 3, 2020. This was an online meeting through WebEx and teleconferencing. All participants muted by entry. Present:

Commissioner Dan Toepper, President
Commissioner Kenneth Collins, Vice President
Commissioner Jeff Randall, Secretary
Kevin Streett, General Manager
Joel Paisner, General Counsel
Mike Bailey, Finance Director
Melanie Patterson, Human Resources Director
Scott Bancroft, Operations Director
Jean Hall, Services Director
Will O'Donnell, Communications Director
Lori Rae, Operations Administrator
Don McDaniel, PUD Consultant

Cammy Brown, PUD Recording Secretary

1. CALL TO ORDER:

Commissioner Dan Toepper called the meeting of the Jefferson County PUD Board of Commissioners for November 3, 2020, to order at 5:00 p.m.

Per the Governor's Proclamation 20-28 and response to the COVID-19 pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will be accessible remotely via Webex until otherwise informed by the Governor. All participants' audio will be muted upon entry. Please unmute at the appropriate time to speak. Use *6 on a phone to mute or unmute at the appropriate time during the call.

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Jefferson County PUD No. 1
Board of Commissioners
Regular Meeting November 3, 2020
Draft Minutes

Commissioner Dan Toepper began the meeting by calling for attendance to determine a quorum. All three commissioners were in attendance. There was a quorum established.

2. AGENDA REVIEW:

MOTION: Commissioner Kenneth Collins made a motion to accept the agenda as presented. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.,

3. GENERAL PUBLIC COMMENT: Commissioner Dan Toepper read the guidelines for public comments. No public comments.

4. CONSENT AGENDA: Commissioner Dan Toepper read the items in the Consent Agenda.

MOTION: Commissioner Jeff Randall made a motion to approve the Consent Agenda as presented. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

4.1 Prior Minutes:

- PUD BOC Regular Meeting Minutes 9-15-2020 Draft.
- PUD BOC Special Mtg. Minutes 9-23-2020 Draft– Rate Study Presentation.
- PUD BOC Special Meeting Minutes 9-28-2020 Draft– Executive Session.

4.2 Vouchers:

**Voucher Certification with Supporting Warrant Register and Payroll.
Voucher Approval Form for the Commissioners.**

PAYMENTS TO BE APPROVED:

WARRANTS	AMOUNT	DATE
Accounts Payable: #124252 to #124305	\$ 454,387.59	10/15/2020
Accounts Payable: #124306 to #124356	\$ 508,333.46	10/22/2020
Accounts Payable: #124357 to #124357	\$ 484.16	10/23/2020
Payroll Checks: # 70800 to # 70804	\$ 9,254.28	10/16/2020
Payroll Direct Deposit:	\$ 132,355.29	10/16/2020
TOTAL INVOICES PAID	\$ 1,104,814.78	
PAYMENT TOTAL	\$ 1,104,814.78	

4.3 Financial Report

September 2020 Financials.

4.4 Calendar

PUD Calendar November 3, 2020.
New Calendar for BOC Regular Meetings 2021.

4.5 Sale of Material and Equipment

Audit Procedure Sale of Material and Equipment Outside of Surplus
Items Agenda report.
JPUD Audit Procedure.

END OF CONSENT AGENDA.

5. MANAGER AND STAFF REPORTS: General Manager Kevin Streett gave a report.

Staff is in the research mode for working on loans – specifically for RUS and CFC. The loans would be for capital projects – broadband, metering and SCADA which would combine all of the PUD’s projects together to do a build out. Some of it is already in the work plan. Some of it is not. This is very preliminary. Next steps were outlined.

Operations Director Scott Bancroft gave a report showing projects that are being worked on.

- The PUD staff has begun to work on the BPA Substation to Discovery Bay Substation fiber installations. Titan, the contractor will be on-site at the PUD on November 9, 2020. The PUD will attach fiber to 43 existing utility poles. This work will set the PUD up for future expansion within the county. That’s the first project the PUD has.
- The second project the PUD is working on is the BPA to Irondale Substation. This is a big project. Appreciation was expressed to Lori Rae, Colton Worley and Alex Gerrish for their assistance on the project. Details of this project can be heard on audio recording at www.jeffpud.org.

No public comment.

6. OLD BUSINESS:

6.1 NoaNet Bond Resolution.

Agenda Report for NoaNet Bond Resolution
54026854-v1 Resolution – Jefferson PUD 1 (004)

General Manager Kevin Streett gave details on the resolution and what it covers. General Counsel Joel Paisner gave a detailed report. Further details can be heard on the audio recording at www.jeffpud.org.

No public comment.

MOTION: Commissioner Dan Toepper made a motion that the Jefferson County PUD Board of Commissioners approve Resolution 20-023 of the commissioner of Public Utility District No. 1 of Jefferson County authorizing the approval and execution of a Repayment Agreement to provide

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Jefferson County PUD No. 1
Board of Commissioners
Regular Meeting November 3, 2020
Draft Minutes

security for bonds to be issued by Northwest Open Access Network. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

7. NEW BUSINESS:

7.1 Tax Revenue Fund Transfer: General Manager Kevin Streett gave a brief report which entailed the reasoning behind the movement of funds from the water division to the electric side. Finance Director Mike Bailey gave a more detailed report. Staff recommends that the Board approve the transfer of the Tax Revenue Funds by motion. There was considerable discussion. Further details can be heard on the audio recording at www.jeff.org.

MOTION: Commissioner Kenneth Collins made a motion that authorizes the staff to transfer the funds from the water utility to the electric utility. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

No public comment.

8. COMMISSIONERS' REPORTS:

Commissioner Dan Toepper:

- 10/21 Met with General Manager Kevin Streett.
- 10/27 Attended BOC Special Meeting on presentations by FCS Consulting.
- 10/29 Attended JeffCom meeting.
- 11/02 Met with General Manager Kevin Street.
- 11/05 Will attend PPC meeting.
- 11/09 Will attend East Jefferson Fire Chief's meeting.
- 11/10 Will attend BOC Special Meeting on presentations by FCS Consulting.

Insertion at this point by General Manager Kevin Streett who added an item from the Manager's Report. General Manager Kevin Streett announced that he would not be able to attend the PPC meeting. A voting delegate needed to attend. able to attend. Commissioner Dan Toepper volunteered to be the voting delegate. PPC is recommending the PUD's recommendation to increase the vote to remove a member to two-thirds from fifty percent. There is no change to representation on the board by elected officials.

Commissioner Jeff Randall:

- 10/21 Participated in a telephone meeting with General Counsel Joel Paisner.
- 10/27 Attended BOC Special Meeting on presentations by FCS Consulting. (report)
- 10/27 Attended ICC meeting. Reports from the six groups were submitted. (report)
- 10/29 Participated in a telephone meeting with Mason County PUD 1 commissioner. (report)
- 10/30 Attended JBAT meeting.
- 11/6 Will meet with General Manager Kevin Streett.
- 11/10 Will attend Olympic Work Force Development Council meeting.
- 11/10 Will attend BOC Special Meeting on presentations by FCS Consulting.

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Commissioner Kenneth Collins:

- 10/22 Attended the Energy Northwest meeting. (report).
- 10/23 Attended JBAT meeting.
- 10/27 Attended BOC Special Meeting on presentations by FCS Consulting. (report)
- 10/30 Attended JBAT meeting.
- 11/2 Met with General Manager Kevin Streett.
- 11/4 Will attend PURMS (Public Utility Risk Management Service) Executive Board meeting.
- 11/5 Will attend PURMS General Board meeting.
- 11/6 Will attend JBAT meeting.
- 11/10 Will attend BOC Special Meeting on presentations by FCS Consulting.
- 11/12 Will attend NoaNet Board meeting.
- 11/13 Will attend JBAT meeting.
- 11/16 Will meet with General Manager Kevin Street.

9. ADJOURNMENT:

Commissioner Dan Toepper declared the Regular Meeting of the Jefferson County PUD No. 1 Board of Commissioners on November 3, 2020 adjourned at 5:51 p.m.

 Minutes prepared by
 Cammy Brown, PUD Recording Secretary

Approved:

Commissioner Jeff Randall, Secretary	Date
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Attest:

Commissioner Dan Toepper, President	Date
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Commissioner Kenneth Collins, Vice President	Date
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**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County**

**November 10 2020
Board of Commissioners
Special Meeting
FCS Group Cost of Service Update
Draft Minutes**

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 1:30 p.m. on November 10, 2020, via WebEx video conference. Present:

Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Joel Painsner, General Counsel
Will O'Donnell, Communications Director
Annette Johnson, Executive Assistant/Records Officer
Mike Bailey, Finance Director
Don McDaniel, PUD Consultant
Jean Hall, Customer Service Director
Melanie Patterson, Human Resources Director
Samantha Harper, Engineering Director
Sergey Tarasov and Paul Quinn - FCS Group
Cammy Brown, Recording Secretary

1. CALL TO ORDER:

Commissioner Dan Toepper called the Special Meeting of the Jefferson County PUD Board of Commissioners for November 10, 2020, to order at 1:30 p.m.

As per the Governor's Proclamation 20-28 in response to the COVID-19 pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will only be accessible remotely via WebEx and unless otherwise informed by order of the

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Jefferson County PUD
BOC Special Meeting – November 10, 2020
FCS Group Cost of Service Update
Draft Minutes

Governor. All participants will be muted upon entry. Please unmute at the proper time to speak. Press *6 on a phone to mute or unmute during a call for phoning in.

A roll call was taken by the commissioners All three commissioners were present. It was determined there was a quorum.

2. AGENDA REVIEW: Commissioner Dan Toepper presented the Agenda. There were no additions or corrections.

MOTION: Commissioner Kenneth Collins made a motion to accept the Agenda as presented. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

3. PRESENTATIONS:

3.1 Cost of Service Updates by FCS Group: General Counsel Joel Paisner set the stage for staff’s role and commissioners’ role in moving the process forward and their fiduciary responsibilities. More details can be heard on the audio recording at www.jeffpud.org.

4. DISCUSSION. There was considerable discussion. More details can be heard on the audio recording at www.jeffpud.org.

5. ADJOURNMENT: Commissioner Dan Toepper declared the November 10, 2020, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners adjourned at 3:18 p.m.

Minutes prepared by Cammy Brown, PUD Recording Secretary

Approved:

_____	_____
Commissioner Jeff Randall, Secretary	Date

Attest:

_____	_____
Commissioner Dan Toepper, President	Date

_____	_____
Commissioner Kenneth Collins, Vice President	Date

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**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County**

**December 1, 2020
Board of Commissioners
Special Meeting
Shine Plat LUD No. 17
Sale of W Street Property
Execution Session**

Draft Minutes

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 10:01 a.m. on December 1, 2020, via WebEx video conference. Present:

**Commissioner Dan Toepper, President
Commissioner Jeff Randall, Secretary
Commissioner Kenneth Collins, Vice President
Kevin Streett, General Manager
Will O'Donnell, Communications Director
Annette Johnson, Executive Assistant/Records Officer
Mike Bailey, Finance Director
Joel Paisner, General Counsel
Don McDaniel, PUD Consultant
Melanie Patterson, Human Resources Director
Samantha Harper, Engineering Director
Scott Bancroft, Operations Director
Lori Rae, Operations Administrator
Bill Graham, Resource Manager**

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Jefferson County PUD
BOC Special Meeting – Shine Plat LUD No. 17
Sale of W Street Property and Executive Sessions (2)
December 1, 2020
Draft Minutes

Jeffrey Hansen and Ty Johnson from HDR

Cammy Brown, Recording Secretary

1. CALL TO ORDER:

Commissioner Dan Toepper called the Special Meeting of the Jefferson County PUD Board of Commissioners for December 1, 2020, to order at 10:00 a.m.

As per the Governor's Proclamation 20-28 in response to the COVID-19 pandemic, Jefferson County PUD is no longer providing an in-person room for meetings of the BOC. All meetings will only be accessible remotely via WebEx and unless otherwise informed by order of the Governor. All participants will be muted upon entry. Please unmute at the proper time to speak. Press *6 on a phone to mute or unmute during a call for phoning in.

A roll call was taken by the commissioners All three commissioners were present. It was determined there was a quorum.

2. AGENDA REVIEW: Commissioner Dan Toepper presented the Agenda. There were no additions or corrections.

MOTION: Commissioner Kenneth Collins made a motion to accept the Agenda as presented.

Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

3. PRESENTATIONS: General Manager Kevin Streett expressed appreciation to Engineering Director Samantha Harper and those working with her on the formation of Shine Plat LUD No. 17.

3.1 Shine Plat LUD No. 17: Engineering Director Samantha Harper gave a report.

- ☒ In 2016 the PUD performed a feasibility study and consolidation for the Bywater Bay Water System and the Shine Plat Water System. Among the findings and the consolidation study was to propose water system improvements which needed to be completed prior to the consolidation of the Shine Water into the Bywater Bay System.

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Jefferson County PUD
BOC Special Meeting – Shine Plat LUD No. 17
Sale of W Street Property and Executive Sessions (2)
December 1, 2020
Draft Minutes

- ☒ In 2017 the Homeowners’ Association of Shine Plat, along with potential future customers outside of the plat area who are on individual wells, formed a petition for an LUD to fund the system improvement.
- ☒ The Board of Commissioners approved the plan for the staff to apply for a 2020 drinking water state revolving fund loan in the amount of \$490,000.00 for design, permitting and construction. This was submitted November 30, 2020.
- ☒ Staff would like to set dates in the month of March to set the actual hearing for the formation of the LUD. Dates proposed are March 9, 2020 or March 23, 2020.
- ☒ Commissioner Jeff Randall requested a “Frequently Asked Questions” sheet on the project for community members. There was some discussion. More details can be heard on the audio recording at www.jeffpud.org.

MOTION: Commissioner Jeff Randall made a motion to accept Resolution 2020-024. Commissioner Kenneth Collins seconded the motion. Motion carried unanimously.

3.2 Sale of W Street Property: General Manager Kevin Street gave a report. Staff’s recommendation was for the BOC to take the counter-offer. The staff is asking the BOC to sign an addendum to the contract that was previously signed. Purchase price is \$190,000.00. This an old step-down transformer. It is too small and not in a very good area. Staff recommendation was that it should be sold.

MOTION: Commissioner Kenneth Collins made a motion to authorize General Manager Kevin Streett to execute an agreement to sell the W Street property for the amount of \$190,000.00 and do whatever is necessary to conclude the sales transaction. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

4. DISCUSSION. There was no discussion.

5. EXECUTIVE SESSIONS:

EXECUTIVE SESSION NO. 1:

Commissioner Toepper made an announcement that the Jefferson County PUD Board of Commissioners would need to recess into Executive Session per RCW 42.30.110(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price

The commissioners went into Executive Session at 10:27 a.m. Estimated time for the Executive Session would take fifteen minutes.

Commissioner Dan Toepper came out of Executive Session at 10:42 a.m. and announced there needed to be an extension of twenty minutes until 11:03 a.m.

The first Executive Session ended at 11:03 a.m. No action was taken.

The Special Meeting of the Jefferson County PUD Board of Commissioners reconvened at 11:03 a.m.

EXECUTIVE SESSION NO. 2:

Commissioner Dan Toepper made an announcement that the Jefferson County PUD Board of Commissioners would need to recess into a second Executive Session per RCW 42.30.110(1)(g) to evaluate and review the performance of a public employee.

The second Executive Session convened at 11:03 a.m. Estimated time for the second Executive Session was forty-five minutes.

The commissioners concluded the second Executive Session at 11:50 a.m. No action was taken.

The Special Meeting of the Jefferson County PUD Board of Commissioners reconvened at 11:50 a.m.

6. ADJOURNMENT: Commissioner Dan Toepper declared the December 1, 2020, Special Meeting of the Jefferson County Public Utility District No. 1 Board of Commissioners adjourned at 11:51 a.m.

Minutes prepared by
Cammy Brown, PUD Recording Secretary

Approved:

Commissioner Jeff Randall, Secretary

Date

Attest:

Commissioner Dan Toepper, President

Date

Commissioner Kenneth Collins, Vice President

Date

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VOUCHER CERTIFICATION FORM

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just and due obligation against Public Utility District No. 1 of Jefferson County, and that I am authorized to authenticate and certify to said claims, and I, the undersigned, do hereby certify under penalty of perjury that claims for employee and commissioner expenses are just and due against Public Utility District No. 1 of Jefferson County.

Signed: Mike Bailey 12/30/2020
 Mike Bailey, Financial Services Manager / District Auditor Date

VOUCHER CLAIM FORMS FOR INVOICES PAID:

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 124610 to # 124963	\$ 350,262.78	12/1/2020
Accounts Payable:	# 124964 to # 125010	\$ 182,256.56	12/3/2020
Accounts Payable:	# 125011 to # 125080	\$ 855,022.75	12/10/2020
Accounts Payable:	# 125081 to # 125148	\$ 499,722.38	12/17/2020
Accounts Payable:	# 125149 to # 125194	\$ 395,844.93	12/23/2020
Payroll Checks:	# 70830 to # 70834	\$ 9,726.67	12/11/2020
Payroll Checks:	# 70835 to # 70839	\$ 9,306.90	12/25/2020
Payroll Direct Deposit:		\$ 139,890.72	12/11/2020
Payroll Direct Deposit:		\$ 134,227.57	12/25/2020
TOTAL INVOICES PAID		\$2,576,261.26	

	AMOUNT	DATE
Peterson Lake	\$ 14,328.62	12/1/2020
BPA	\$ 1,377,144.00	12/11/2020
USDA/RUS Loan	\$ 1,523,719.70	12/30/2020

GRAND TOTAL **\$5,491,453.58**

VOIDED WARRANTS

12/30/2020 1:20:36 PM

Accounts Payable Check Register

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12/02/2020 To 12/30/2020

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
124964 12/3/20	CHK	10012	ALTEC INDUSTRIES, INC	REPLACEMENT LOCKING DOG KIT	413.75
124965 12/3/20	CHK	10447	ANIXTER INC.	CARRIAGE BOLT	57.77
				WIRE,COPPER,FUSES,INSULATED CAP,CUTOUT	8,335.67
				COPPER C	212.01
				FUSE	197.57
				TRAN 1P POLE 25KVA,15KVA&75KVA 120/240	36,634.90
				Total for Check/Tran - 124965:	45,437.92
124966 12/3/20	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING	10,740.10
124967 12/3/20	CHK	10044	CENTURY LINK QCC-P	PHONE SERVICE - NOV 2020	9.95
				PHONE SERVICE - NOV 2020	2.49
				Total for Check/Tran - 124967:	12.44
124968 12/3/20	CHK	10045	CENTURY LINK-S	PHONE SERVICE - NOV 2020	66.06
				PHONE SERVICE - NOV 2020	16.51
				PHONE SERVICE - NOV 2020	31.14
				PHONE SERVICE - NOV 2020	7.79
				Total for Check/Tran - 124968:	121.50
124969 12/3/20	CHK	10551	DAY WIRELESS SYSTEMS	MOBILE RADIOS - DEC 2020	985.14
124970 12/3/20	CHK	10068	DISCOVERY BAY GROUP, LLC	CONSULTING SERVICE NOV 2020	2,000.00
				CONSULTING SERVICE NOV 2020	3,000.00
				Total for Check/Tran - 124970:	5,000.00
124971 12/3/20	CHK	10404	FARWEST LINE SPECIALTIES LLC	KNEELING PAD	-5.20
				KNEELING PAD	77.77
				Total for Check/Tran - 124971:	72.57
124972 12/3/20	CHK	10085	FASTENAL	WAREHOUSE - MISC MATERIALS	432.71
124973 12/3/20	CHK	10821	FCS GROUP	METER REPLACEMENT BUSINESS CASE# 20480	105.00
124974 12/3/20	CHK	9998	ROBERT L GLYNN	Credit Balance Refund	25.90

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124975 12/3/20	CHK	10103	H D FOWLER	WATER PARTS - COUPLINGS	207.41
124976 12/3/20	CHK	10110	HENERY HARDWARE	VEH 119&120 - BLK TOTES	30.50
124977 12/3/20	CHK	9998	JANICE HENNING	Credit Balance Refund	547.88
124978 12/3/20	CHK	10839	IRBY ELECTRICAL UTILITES	FIBER ADSS STORAGE RACK KIT&FIBER DEADEN	2,477.03
				FIBER DEADEND	3,256.92
				GROUND ROD CLAMP	166.77
				AUTO SPLICE	300.84
				SPLICE	1,880.25
Total for Check/Tran - 124978:					8,081.81
124979 12/3/20	CHK	10518	J HARLEN COMPANY	BUCKETS	148.97
				BUCKETS	109.98
				LED SPOTLIGHT RENTAL TRUCKS	1,262.22
				BUCKETS	81.20
Total for Check/Tran - 124979:					1,602.37
124980 12/3/20	CHK	10300	BO D LEE	WELLNESS PROGRAM REIMBURSEMENT FOR 2020	250.00
124981 12/3/20	CHK	10136	LES SCHWAB TIRES	TRUCK CHAINS# 120, 129 & 133	442.28
				TRUCK CHAINS# 131	139.74
Total for Check/Tran - 124981:					582.02
124982 12/3/20	CHK	10142	MASON COUNTY PUD #1	DOSEWALLIPS RD-PUMP ELEC - NOV 20	177.00
				BPA RD-PUMP ELEC - NOV 20	89.68
				WILLIAMS CT ELEC - NOV 20	37.86
Total for Check/Tran - 124982:					304.54
124983 12/3/20	CHK	10667	NORTHWEST OPEN ACCESS NETWORK	FIBER REVENUE SHARING NOV 2020	387.50
124984 12/3/20	CHK	10844	NWA ENVIRONMENTAL	ASBESTOS INSPECTION - 300 FOUR CRNRS	1,160.00
124985 12/3/20	CHK	10167	OFFICE DEPOT	210 TRP WDE/WH/OPS - OFFICE SUPPLIES	146.97
				210 TRP WDE/WH/OPS - OFFICE SUPPLIES	36.74

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				210 TRP WDE - OFFICE SUPPLIES	16.67
				210 TRP WDE - OFFICE SUPPLIES	4.17
				WAREHOUSE - OFFICE SUPPLIES	40.70
				WAREHOUSE - OFFICE SUPPLIES	10.18
				210 TRP WDE - OFFICE SUPPLIES	73.26
				210 TRP WDE - OFFICE SUPPLIES	18.32
				Total for Check/Tran - 124985:	347.01
124986 12/3/20	CHK	10168	OLDCASTLE INFRASTRUCTURE	CONCRETE VAULT BASE&LID/VAULT-612 LA	9,859.07
124987 12/3/20	CHK	10740	PENINSULA FIRE, INC.	FIRE EXTINGUISHERS - ROUTINE MAINT 2020	1,093.22
124988 12/3/20	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 11/06-11/27/2020	546.00
				TRANSCRIPTION SVC 11/06-11/27/2020	136.50
				Total for Check/Tran - 124988:	682.50
124989 12/3/20	CHK	10181	PENINSULA PEST CONTROL	PEST SVC QRTLTY-PH BISHOP HILL	49.05
124990 12/3/20	CHK	10187	PITNEY BOWES-RESERVE ACCT	PRE-PAID POSTAGE 11/25/2020	320.00
				PRE-PAID POSTAGE 11/25/2020	80.00
				Total for Check/Tran - 124990:	400.00
124991 12/3/20	CHK	10188	PLATT ELECTRIC SUPPLY	STOCK-CONNECTOR	37.98
				HAND TOOL	195.11
				HAND TOOLS	543.91
				IMPACT DRIVER	216.91
				Total for Check/Tran - 124991:	993.91
124992 12/3/20	CHK	10287	PUD-UTILITY PAYMENTS	300 FOUR CRNRS - ELECTRIC&WATER NOV 2020	64.73
				300 FOUR CRNRS - ELECTRIC NOV 2020	32.77
				300 FOUR CRNRS - ELECTRIC NOV 2020	8.19
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	116.08
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	21.62
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	18.50
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	21.22

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				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	120.60
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	69.55
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	19.10
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	19.31
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	77.30
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	184.86
				Total for Check/Tran - 124992:	773.83
124993 12/3/20	CHK	10471	RICOH USA , INC.- DALLAS	4CORNERS (MODULAR) 1/18-1/17/2021	69.66
				4CORNERS (MODULAR) RENT 12/18-1/17/2021	17.42
				ANNEX-COPIER RENT 12/19-1/18/2021	81.41
				ANNEX-COPIER RENT 12/19-1/18/2021	20.35
				Total for Check/Tran - 124993:	188.84
124994 12/3/20	CHK	10210	RICOH USA, INC	211 CHIM (0626) IMAGES NOV 2020	43.26
				211 CHIM (0626) IMAGES NO 2020	10.81
				210 4 CRNRS (0109) IMAGES NOV 2020	137.12
				210 4 CRNRS (0109) IMAGES NOV 2020	34.28
				Total for Check/Tran - 124994:	225.47
124995 12/3/20	CHK	10212	ROHLINGER ENTERPRISES INC	REPLACEMENT HOTSTICK	366.05
				TELESCOPING DISCONNECT STICK	244.93
				Total for Check/Tran - 124995:	610.98
124996 12/3/20	CHK	10706	SBA STRUCTURES, LLC	TOWER SITE RNTL MAYNARD HILL- DEC 2020	1,579.12
124997 12/3/20	CHK	10217	SETON CONSTRUCTION INC	FLAGGING - SWANSONVILLE RD 9/25	800.28
				FLAGGING - 810 WATER ST 10/01	730.80
				FLAGGING - HWY 104 & TEAL LAKE 10/06	1,008.70
				FLAGGING - 1275 IRONDALE RD 10/01	869.75
				FLAGGING - GARDINER BEACH RD 10/27	712.76
				FLAGGING - COYLE RD 9/17	1,743.84
				FLAGGING - 7964 FLAGLER RD 9/23	418.88
				FLAGGING - CENTER RD & CAMELOT 10/12	730.80

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				FLAGGING - CENTER RD & CAMELOT RD 10/14	1,286.60
				FLAGGING - CENTER RD & CAMELOT RD 10/15	1,667.59
				FLAGGING - CENTER RD & CAMELOT RD 10/16	1,519.40
				FLAGGING - 1313 COYLE RD 11/13	830.53
				FLAGGING - OLD GARDINER RD 9/16	712.76
				Total for Check/Tran - 124997:	13,032.69
124998 12/3/20	CHK	10219	SHOLD EXCAVATING INC	WATER BREAK - GRAVEL OAK BAY RD 10/28	418.70
124999 12/3/20	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TSTNG:BICARBONATE	30.00
				TSTNG:CALCIUM	23.00
				TSTNG:CHLORIDE	23.00
				TSTNG:CONDUCTIVITY	19.00
				TSTNG:MAGNESIUM	23.00
				TSTNG:POTASSIUM	23.00
				TSTNG:SODIUM	23.00
				TSTNG:SULFATE	23.00
				Total for Check/Tran - 124999:	187.00
125000 12/3/20	CHK	10576	TCF ARCHITECTURE, PLLC	ARCH-CONSTRCTN FEASBLTY ANLYS OCT-20	6,566.25
125001 12/3/20	CHK	9999	SUZANNE TYLER	REFUND - SCOPE OF WORK CHANGE WO# 20342	240.00
125002 12/3/20	CHK	10252	ULINE	STACKABLE JOB BINS/LABELS-WH	733.97
125003 12/3/20	CHK	10620	UPS	SHIPPING&P/U FEE - MULTI VOLT DET REPAIR	22.02
				SHIPPING&P/U FEE - MULTI VOLT DET REPAIR	22.03
				Total for Check/Tran - 125003:	44.05
125004 12/3/20	CHK	10615	US BANK	HASTINGS SUBSTATION - CABINETS	132.96
				LINECREW TOOLS	404.47
				VEH#128 - TOOL BOX	813.54
				VEH#133 - DOL REGISTRATION	64.00
				SUBSCRIPTION - NEW LOCATOR	1,500.00
				PORT OFFICE - COFFEE	7.39

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				PORT OFFICE - COFFEE	1.85
				NRECA-KEY ACCOUNTS TRNG 1/6-1/15/21	1,000.00
				NRECA-KEY ACCOUNTS TRNG 1/6-1/15/21	250.00
				CUST SRVC DIRECTOR - LAPTOP CASE	31.19
				AMAZON - WEBSITE SRVCS	4.92
				BACKUP PWR CABLE FOR CISCO SWITCH	67.71
				COMMUNICATIONS - LAPTOP PEN	62.99
				MTR RDR LOCATOR-SIM CARD&PREPAY PLN	22.55
				PDF SFTWARE	143.20
				PHONE SRVC - PAYOFF BALANCE	600.00
				SRVR RM - CABLE FOR TAPE DRIVE	43.12
				USB HUBS & ADAPTERS	103.87
				VPN FIREWALL SRVRS	664.00
				CUST SRVC DIRECTOR - LAPTOP CASE	7.80
				AMAZON - WEBSITE SRVCS	1.23
				BACKUP PWR CABLE FOR CISCO SWITCH	16.93
				COMMUNICATIONS - LAPTOP PEN	15.75
				MTR RDR LOCATOR-SIM CARD&PREPAY PLN	5.69
				PDF SFTWARE	35.80
				PHONE SRVC - PAYOFF BALANCE	150.00
				SRVR RM - CABLE FOR TAPE DRIVE	10.78
				USB HUBS & ADAPTERS	25.67
				VPN FIREWALL SRVRS	166.00
				VEH# 130 - GOOD TO GO TOLL FEE	7.00
				DOT CDL COMPLIANCE	50.00
				RECRUITMENT - LINECREW POSITION	124.00
				DOT CDL COMPLIANCE	12.50
				RECRUITMENT - LINECREW POSITION	31.00
				WO#20102-REGISTER EASEMENT	107.64
				DELIVERY - COURT DOCUMENTS	150.00
				UTILITY POLE-PNT TO COVER GRAFFITI HWY19	10.89

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				WO#22080 - PERMITTING REQUIREMENTS	52.00
				RME SEPTIC INSPECTIONS SEP&OCT 2020	18.00
Total for Check/Tran - 125004:					6,916.44
125005 12/3/20	CHK	9999	JASON VALALIK	REFUND - SCOPE OF WORK CHANGE WO#20370	240.00
125006 12/3/20	CHK	10258	VERIZON WIRELESS, BELLEVUE	SCADA CRDLEPNT DEVICE QB10/23-11/22/20	73.80
125007 12/3/20	CHK	9998	ELANA VLAHANDREAS	Credit Balance Refund	1,218.80
125008 12/3/20	CHK	10337	WA STATE DEPT OF TRANSPORTATION	PERMIT-WO#92006 FRN#30493 AMND#1 SR 101	195.89
				PERMIT-WO#22074 101 S.PORT LN SR20MP4.5	391.80
Total for Check/Tran - 125008:					587.69
125009 12/3/20	CHK	10271	WESCO RECEIVABLES CORP	TRAN 1P PAD 25KVA & 50KVA 120/240	36,824.56
				CABLE TO FLAT BAR TAP	51.50
				WIRE 1/0 AL URD CN PRI 15KV	21,680.10
Total for Check/Tran - 125009:					58,556.16
125010 12/3/20	CHK	10685	ZEE MEDICAL SERVICE	210 FOURCRNRS-REPLACED BLDNG KIT ITEMS	109.56
				210 FOURCRNRS-REPLACED BLDNG KIT ITEMS	27.39
Total for Check/Tran - 125010:					136.95
125011 12/10/20	CHK	10481	AMAZON	HDMI ADAPTER	80.11
				HDMI ADAPTER	20.04
				WIRELESS KEYBOARD/MOUSE	87.17
				WIRELESS KEYBOARD/MOUSE	21.79
				HEADSET	14.80
				HEADSET	3.71
				BATTERY CHARGER	50.04
				WATERPROOF GLOVES	30.50
				PAGEFILE HARD DRIVES FOR VMWARE SERVERS	53.66
				PAGEFILE HARD DRIVES FOR VMWARE SERVERS	13.42
				PAGEFILE HARD DRIVES FOR VMWARE SERVERS	533.07
				PAGEFILE HARD DRIVES FOR VMWARE SERVERS	133.27

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				HEADSET	133.74
				HEADSET	33.43
				TONER CARTRIDGE	107.64
				TONER CARTRIDGE	26.91
				5M SFP+ DAC CABLE	65.93
				5M SFP+ DAC CABLE	16.49
Total for Check/Tran - 125011:					1,425.72
125012	12/10/20	CHK 10451	ASCENT LAW PARTNERS LLP	FLAT FEE BOC MEETINGS (225-104) NOV 2020	5,600.00
				FLAT FEE BOC MEETINGS (225-104) NOV 2020	1,400.00
				GENERAL UTILITY (225-102) NOV 2020	6,150.00
				GENERAL UTILITY (225-102) NOV 2020	1,537.50
Total for Check/Tran - 125012:					14,687.50
125013	12/10/20	CHK 10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING - COYLE PH3 THRU 9/05/2020	11,500.80
125014	12/10/20	CHK 10688	MIKE BAILEY	PHONE ALLOWANCE - NOV 2020	36.00
				PHONE ALLOWANCE - NOV 2020	9.00
Total for Check/Tran - 125014:					45.00
125015	12/10/20	CHK 9999	MARIIO BRADY	REFUND - SCOPE OF WORK CHANGE WO# 20299	1,800.00
125016	12/10/20	CHK 10041	CDW GOVERNMENT	APPLE MACBOOK PRO 13.3"	1,132.12
				APPLE MACBOOK PRO 13.3"	283.03
Total for Check/Tran - 125016:					1,415.15
125017	12/10/20	CHK 10827	CENTRAL MOLONEY INC	TRAN 3P PAD 112.5KVA 120/208	8,083.44
125018	12/10/20	CHK 10045	CENTURY LINK-S	PHONE SERVICE - DEC 2020	109.10
				PHONE SERVICE - DEC 2020	27.27
				PHONE SERVICE - DEC 2020	43.13
				PHONE SERVICE - DEC 2020	10.78
Total for Check/Tran - 125018:					190.28
125019	12/10/20	CHK 10046	CENTURYLINK	LOW SPD DATA & 2WIRE DEC 2020	75.04
				LOW SPD DATA & 2WIRE DEC 2020	18.76

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				LOW SPD DATA & 2WIRE DEC 2020	31.14
				LOW SPD DATA & 2WIRE DEC 2020	7.79
Total for Check/Tran - 125019:					132.73
125020	12/10/20	CHK 10052	CITY OF PORT TOWNSEND	PERMIT TYPE:MIP-PMT CLEVELAND ST	262.25
125021	12/10/20	CHK 10051	CITY OF PORT TOWNSEND-UTILITY	KEARNEY SUBST - NOV 2020	186.79
125022	12/10/20	CHK 10621	CRAIG LABENZ	WEB DEVELOPMENT- COMM DEPT OCT-NOV 2020	325.83
				WEB DEVELOPMENT- COMM DEPT OCT-NOV 2020	81.46
Total for Check/Tran - 125022:					407.29
125023	12/10/20	CHK 10067	DING DOCTOR GLASS SERVICES	REPLACEMENT WINDSHIELD VEH# 408	666.20
125024	12/10/20	CHK 10069	DM DISPOSAL CO INC	2YD OCC-4CRNRS NOV 2020	136.75
				2YD OCC-4CRNRS NOV 2020	34.19
Total for Check/Tran - 125024:					170.94
125025	12/10/20	CHK 10078	ESCI	ESCI SAFETY TRAINING - DEC 2020	1,428.75
125026	12/10/20	CHK 10404	FARWEST LINE SPECIALTIES LLC	FR FACE MASK	-34.63
				FR FACE MASK	251.66
				FR FACE MASK	167.77
Total for Check/Tran - 125026:					384.80
125027	12/10/20	CHK 10094	GENERAL PACIFIC, INC	CLAMP ANGLE	587.73
				SPLICE	1,037.68
Total for Check/Tran - 125027:					1,625.41
125028	12/10/20	CHK 9998	JEFF GEORGE	Credit Balance Refund	51.41
125029	12/10/20	CHK 10846	GORDON THOMAS HONEYWELL, LLP	PROFESSIONAL SRVC:NOV 2020	2,330.50
125030	12/10/20	CHK 10743	GORDON TRUCK CENTERS, INC	REPAIR LEAK/OIL CHANGE- TRUCK# 130	21,861.77
125031	12/10/20	CHK 10104	HADLOCK BUILDING SUPPLY, INC.	STOCK - SCREWS FOR LIDS	19.87
				TOOLS - DEEP SOCKET	5.22
				MATS MATS - CEDAR, RADIATOR HTR, DYNFLX	81.11

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				MATS VIEW - PAINT, TAPE, & GLOVES	96.98
				WOOD CHISEL	14.16
				MATS VIEW - CEDAR	15.58
				STOCK - GLOVES	82.82
				MATS VIEW - SEALANT,COND CLMP,COND COUP	25.35
				STOCK - PROPANE & CONCRETE SCRWS	29.94
				HOUSE&ROOSE - GENRAL SALE HARDWARE	5.97
				HOUSE&ROOSE - WRENCH & PWR BIT	17.31
				STOCK - TRASH BAGS	16.34
				Total for Check/Tran - 125031:	410.65
125032	12/10/20	CHK	10396	JEAN M HALL	
				PHONE ALLOWANCE - NOV 2020	36.00
				PHONE ALLOWANCE - NOV 2020	9.00
				Total for Check/Tran - 125032:	45.00
125033	12/10/20	CHK	10384	HDR ENGINEERING INC	
				TASK9 - SHINE&BYWATER 9/27-10/26	5,915.76
				WATER SYSTEM PLAN UPDATE 10/25-11/21	5,263.36
				TASK9 - SHINE&BYWATER 10/27-11/21	4,530.26
				Total for Check/Tran - 125033:	15,709.38
125034	12/10/20	CHK	10787	HOCH CONSTRUCTION, INC	
				310 FOUR CRNRS REMODEL - INV #10	284,391.06
125035	12/10/20	CHK	10113	HRA VEBA TRUST CONTRIBUTIONS	
				VEBA BENEFIT OCTOBER 2020	1,590.00
				VEBA DEDUCTION NOVEMBER 2020	1,237.50
				Total for Check/Tran - 125035:	2,827.50
125036	12/10/20	CHK	10114	IBEW LOCAL UNION NO 77	
				UNION DUES IBEW - NOVEMBER 2020	2,089.62
125037	12/10/20	CHK	10726	JACKSON THORNTON & CO., P.C.	
				PROGRESS BILL:AUDIT FOR DEC 2020	1,600.00
				PROGRESS BILL:AUDIT FOR DEC 2020	400.00
				Total for Check/Tran - 125037:	2,000.00
125038	12/10/20	CHK	10281	JEFFCO EFTPS	
				EMPLOYEES' MEDICARE TAX	3,361.48
				EMPLOYER'S MEDICARE TAX	3,233.02
				EMPLOYEES' FICA TAX	8,313.97

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				EMPLOYER'S FICA TAX	8,313.97
				EMPLOYEES' FEDERAL WITHHOLDING	13,859.09
				EMPLOYEES' FEDERAL WITHHOLDING TAX	12,602.58
				Total for Check/Tran - 125038:	49,684.11
125039 12/10/20	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	DIRECT DEPOSIT PR 12.11.2020	139,890.72
				MANUAL CHECKS PR 12.11.2020	9,726.67
				Total for Check/Tran - 125039:	149,617.39
125040 12/10/20	CHK	10320	ANNETTE JOHNSON	PHONE ALLOWANCE - NOV 2020	36.00
				PHONE ALLOWANCE - NOV 2020	9.00
				Total for Check/Tran - 125040:	45.00
125041 12/10/20	CHK	10286	L & J ENTERPRISES	EXCAVATING - SHINE 9/25/2020	620.69
125042 12/10/20	CHK	10134	LEMAY MOBILE SHREDDING	SHRED 4CRNR NOV-20	81.80
				SHRED 4CRNR NOV-20	20.45
				SHRED PORT NOV-20	40.00
				SHRED PORT NOV-20	10.00
				Total for Check/Tran - 125042:	152.25
125043 12/10/20	CHK	10136	LES SCHWAB TIRES	ALL NEW TIRES VEH# 119	1,067.67
125044 12/10/20	CHK	9999	CHRIS MARIN	REFUND - SCOPE OF WORK CHANGE WO# 20006	342.50
125045 12/10/20	CHK	10153	MURREY'S DISPOSAL CO., INC.	DISPOSAL 4CRNR 2YD CONT 1XWK NOV 2020	162.35
				DISPOSAL 4CRNR 2YD CONT 1XWK NOV 2020	40.59
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL NOV-20	85.34
				DISPOSAL 4CRNR 30YD ROLL OFF RNTL NOV-20	341.38
				DISPOSAL 211 CHIM NOV 2020	41.50
				DISPOSAL 211 CHIM NOV 2020	10.38
				DISPOSAL 21 KENNEDY NOV 2020	37.65
				DISPOSAL 21 KENNEDY NOV 2020	37.64
				DISPOSAL 210 2YD CONT 1XWK NOV 2020	162.35
				DISPOSAL 210 2YD CONT 1XWK NOV 2020	40.59

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Total for Check/Tran - 125045:					959.77
125046 12/10/20	CHK	10164	NW LABORERS 252 (DUES)	UNION DUES LABORERS - NOVEMBER 2020	720.00
125047 12/10/20	CHK	10165	NW LABORERS-EMPLOYERS TRUST FU	MEDICAL PREMIUM JAN 2021	15,660.00
125048 12/10/20	CHK	10631	WILLIAM P O'DONNELL	PHONE ALLOWANCE - NOV 2020	36.00
				PHONE ALLOWANCE - NOV 2020	9.00
Total for Check/Tran - 125048:					45.00
125049 12/10/20	CHK	10167	OFFICE DEPOT	310 DBL WDE & WH - OFFICE SUPPLIES	114.22
				310 DBL WDE & WH - OFFICE SUPPLIES	28.55
				210 TRP WDE&310 DBL WDE-OFFICE SUPPLIES	243.98
				210 TRP WDE&310 DBL WDE-OFFICE SUPPLIES	60.99
Total for Check/Tran - 125049:					447.74
125050 12/10/20	CHK	10169	OLYCAP	PWRBST/OLYCAP NOVEMBER 2020	1,257.43
125051 12/10/20	CHK	10181	PENINSULA PEST CONTROL	CRPNTRANT SVC QRTLY-PH SKYW	54.50
125052 12/10/20	CHK	10183	PETRICKS LOCK & SAFE	VEH# 413 - REPLACEMENT KEY	8.39
				SUBSTATION - LOCKS & KEYS	1,974.43
				SUBSTATION - LOCKS & KEYS	2,632.57
				SUBSTATION - LOCKS & KEYS	26.43
Total for Check/Tran - 125052:					4,641.82
125053 12/10/20	CHK	10187	PITNEY BOWES-RESERVE ACCT	PRE-PAID POSTAGE 12/03/2020	320.00
				PRE-PAID POSTAGE 12/03/2020	80.00
Total for Check/Tran - 125053:					400.00
125054 12/10/20	CHK	10198	PROGLASS, INC	FIBERGLASS GROUND SLEEVE GS-32-19-24 PG	4,629.67
125055 12/10/20	CHK	10287	PUD-UTILITY PAYMENTS	MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	71.26
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	79.32
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	84.35
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	158.87
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	41.26

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				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	44.58
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	21.32
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	117.78
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	165.92
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	30.18
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	184.66
				Total for Check/Tran - 125055:	999.50
125056 12/10/20	CHK	10203	PURMS JOINT SELF INSURANCE FUND	HEALTH & WELFARE NOV 2020	57,388.95
				LIABILITY GENERAL ASSESSMENT 12/03/2020	18,640.95
				LIABILITY GENERAL ASSESSMENT 12/03/2020	4,660.24
				Total for Check/Tran - 125056:	80,690.14
125057 12/10/20	CHK	10358	DOUGLAS M REEDER	EMPLY CLOTHING ALLOWANCE 2020	300.00
125058 12/10/20	CHK	10210	RICOH USA, INC	4CRNRS IT MODLR (7287) IMAGES NOV 2020	9.20
				4CRNRS IT MODLR (7287) IMAGES NOV 2020	2.30
				Total for Check/Tran - 125058:	11.50
125059 12/10/20	CHK	10212	ROHLINGER ENTERPRISES INC	RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	157.93
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	82.57
				RECNDTN/TSTNG: ANNUAL URD GROUNDS TSTNG	112.92
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57

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				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	82.57	
				RECNDTN/TSTING: ANNUAL URD GROUND TSTNG	88.56	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	248.66	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	193.93	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	193.93	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	187.94	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	187.94	
				RECNDTN/TSTING: ANNUAL URD GROUNDS TSTNG	193.93	
				RECNDTN/TSTING: JUMPER & HIGH VOLT	96.74	
				Total for Check/Tran - 125059:	2,983.60	
125060	12/10/20	CHK	10652	RWC INTERNATIONAL, LTD.	TROUBLESHOOT EXHAUST LEAK VEH# 101	21,774.38
125061	12/10/20	CHK	9999	SHARON SAINT DON	REFUND - SCOPE OF WORK CHANGE WO# 20281	640.00
125062	12/10/20	CHK	10216	SECURITY SERVICES NW, INC.	ANSWER SVC DEC 2020	2,045.35
					ANSWER SVC DEC 2020	2,045.35
					ANSWER SVC DEC 2020	1,022.67
					Total for Check/Tran - 125062:	5,113.37
125063	12/10/20	CHK	10214	SEL SCHWEITZER ENGINEERING LABS	ETHERNET CARDS-MARROWSTONE REGULATORS	255.06
125064	12/10/20	CHK	10227	SOUND PUBLISHING INC	SWR SOLICITATION 11/18-11/25/2020	165.68
					SWR SOLICITATION 11/18-11/25/2020	41.42
					Total for Check/Tran - 125064:	207.10
125065	12/10/20	CHK	10331	ST VINCENT DE PAUL	PWRBST/ST VINCENT DE PAUL NOV 2020	1,257.43
125066	12/10/20	CHK	10400	DONALD K STREETT	PHONE ALLOWANCE - NOV 2020	36.00
					PHONE ALLOWANCE - NOV 2020	9.00
					Total for Check/Tran - 125066:	45.00

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125067 12/10/20	CHK	10576	TCF ARCHITECTURE, PLLC	ARCH-CONSTRCTN ADD'L SVC OCT-20	19,438.53
125068 12/10/20	CHK	10824	THE PORT OF PORT TOWNSEND	UTILITIES&JANITORIAL SRVC PORT BLDNG UTILITIES&JANITORIAL SRVC PORT BLDNG	408.66 102.16
Total for Check/Tran - 125068:					510.82
125069 12/10/20	CHK	10221	THE STATION SIGNS & SCREEN PRINTI	VEH# 414 - MAGNETIC SIGNAGE	27.25
125070 12/10/20	CHK	10251	UGN - JEFFERSON COUNTY	UNITED GOOD NEIGHBORS EE	15.00
125071 12/10/20	CHK	10255	USA BLUEBOOK	RUBBER CHEMICAL RESISTANT BOOTS	152.55
125072 12/10/20	CHK	10256	UTILITIES UNDERGROUND LOCATION	LOCATES - NOV 2020 LOCATES - NOV 2020	52.89 46.44
Total for Check/Tran - 125072:					99.33
125073 12/10/20	CHK	10328	VERIZON CONNECT NWF INC.	CUST#JEFF007 ALL VEH GPS - NOV 2020 CUST#JEFF007 ALL VEH GPS - NOV 2020	402.46 186.39
Total for Check/Tran - 125073:					588.85
125074 12/10/20	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE PL DEFERRED COMP ER	10,835.51 4,472.48
Total for Check/Tran - 125074:					15,307.99
125075 12/10/20	CHK	10265	WA STATE DEPT OF RETIREMENT SYST	RETIREMENT/REPORT #8828 NOV 2020-PERS 2 RETIREMENT/REPORT #8828 NOV 2020-PERS 3	87,610.79 7,485.68
Total for Check/Tran - 125075:					95,096.47
125076 12/10/20	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE	899.15
125077 12/10/20	CHK	10569	WAYNE D. ENTERPRISES, INC.	FR HOODIE & FR SHIRT FR SHIRT FR HOODIE	-43.53 293.37 233.81
Total for Check/Tran - 125077:					483.65
125078 12/10/20	CHK	10271	WESCO RECEIVABLES CORP	STANDOFF BRACKET 15"	626.53
125079 12/10/20	CHK	9998	ROGER J WHEELER	Credit Balance Refund	367.70

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125080 12/10/20	CHK	10653	WILDFLOWER LANDSCAPING, INC	5 SUBSTATIONS: MOWING NOV 2020	656.37
125081 12/17/20	CHK	10012	ALTEC INDUSTRIES, INC	PIN/COVER/WIREHOLDER RPLCMNT VEH# 130 CLIMBING GEAR REPLACEMENT BREECH ASSEMBLY-AMPACT	771.41 757.08 598.15
Total for Check/Tran - 125081:					2,126.64
125082 12/17/20	CHK	10481	AMAZON	BROTHER CMYK TONER BROTHER CMYK TONER REPLACEMENT BRAKE HANDLE# 103 SAMSUNG 32 INCH MONITOR SAMSUNG 32 INCH MONITOR	234.57 58.64 29.70 286.89 71.72
Total for Check/Tran - 125082:					681.52
125083 12/17/20	CHK	10447	ANIXTER INC.	FILLER PANELS-HASTINGS SUB EYE BOLT	455.62 91.29
Total for Check/Tran - 125083:					546.91
125084 12/17/20	CHK	10018	ASSOCIATED PETROLEUM PRODUCTS I	REPLACEMENT DEF PUMP	293.22
125085 12/17/20	CHK	10823	BHC CONSULTANTS LLC	PROFESSIONAL SVC: NOV 2020	27,832.70
125086 12/17/20	CHK	10669	THOMAS S BROOKE	CLOTHING ALLOWANCE 2020	293.42
125087 12/17/20	CHK	10623	CARL H. JOHNSON & SON EXCAVATIN	CNDT INSTL - 154 WILD PLUM METER INSTL - 440 LANE DE CHANTAL 11/20	7,993.25 1,956.55
Total for Check/Tran - 125087:					9,949.80
125088 12/17/20	CHK	10041	CDW GOVERNMENT	CRADLEPOINT 3YR NETCLOUD ESSENTIALS CRADLEPOINT 3YR NETCLOUD ESSENTIALS MS LIFECAM HD-3000 FOR BUSINESS MS LIFECAM HD-3000 FOR BUSINESS	732.32 183.08 28.13 7.03
Total for Check/Tran - 125088:					950.56
125089 12/17/20	CHK	10042	CELLNET TECHNOLOGY INC	METER READS - NOV 2020	27,341.87

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125090 12/17/20	CHK	10050	CHS	SKYWATER - SALT RUST BAG PELLETS	130.67
125091 12/17/20	CHK	10053	COMPUNET, INC	NEWBUILDING NETWORK SWITCHES NEWBUILDING NETWORK SWITCHES	11,031.77 2,757.95
Total for Check/Tran - 125091:					13,789.72
125092 12/17/20	CHK	10501	D & L POLES	EXCAVATING - 530 RAINIER RD 12/06 EXCAVATING - QUILCENE FIRESTATION 12/08	3,008.40 3,858.60
Total for Check/Tran - 125092:					6,867.00
125093 12/17/20	CHK	10551	DAY WIRELESS SYSTEMS	RADIOS-MOBILE UNITS/TRUCK# 128/131	8,768.17
125094 12/17/20	CHK	10780	DELL BUSINESS CREDIT	DELL THUNDERBOLT DOCK DELL THUNDERBOLT DOCK WL KEYBOARD & MOUSE WL KEYBOARD & MOUSE DELL 24 ULTRASHARP MONITOR QTY2 DELL 24 ULTRASHARP MONITOR QTY2 LAPTOP MOBILE PRECISION 5550 B LAPTOP MOBILE PRECISION 5550 B LAPTOP MOBILE PRECISION 5550 B LAPTOP MOBILE PRECISION 5550 B WL KEYBOARD & MOUSE WL KEYBOARD & MOUSE DELL 24 ULTRASHARP MONITOR QTY2 DELL 24 ULTRASHARP MONITOR QTY2	25.54 6.39 7.38 1.85 383.65 95.92 2,106.04 526.51 1,851.75 462.93 39.52 9.88 383.65 95.92
Total for Check/Tran - 125094:					5,996.93
125095 12/17/20	CHK	10070	DOUBLE D ELECTRICAL, INC	GENRTR MAIN - 310 FOUR CRNRS 9/23 GENRTR MAIN - 310 FOUR CRNRS 9/23 GENRTR MAIN - 310 FOUR CRNRS 10/09 GENRTR MAIN - 310 FOUR CRNRS 10/09	342.62 85.65 152.96 38.24
Total for Check/Tran - 125095:					619.47

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125096 12/17/20	CHK	10404	FARWEST LINE SPECIALTIES LLC	CABLE STRIPPER	273.90
				CANVAS BAG	41.75
				END STRIPPER	164.56
				HAMMER	33.01
				PHASE INDICATOR	352.31
				PHASE INDICATOR CASE	46.39
				SEMI CON SCORER	206.53
				SKINNING KNIFE	43.96
				SOCKET	94.76
				SPEEDY SHARP	32.80
				WRENCH	121.48
				ZIPPER BAG	32.80
				TRUCK TOOLS-ALM	-119.25
Total for Check/Tran - 125096:					1,325.00
125097 12/17/20	CHK	10821	FCS GROUP	RATE STUDY SVC - THRU 11/20/2020	6,319.38
				RATE STUDY SVC - THRU 11/20/2020	6,319.37
Total for Check/Tran - 125097:					12,638.75
125098 12/17/20	CHK	10094	GENERAL PACIFIC, INC	JUNCTION 4-POINT DEADBREAK 600A U-STRAPS	2,408.81
				LAG SCREW	196.20
				SHOOT ON CONNECTOR	987.21
				TANK GROUNDS	455.62
				STIRRUP POST	161.67
				WATER METERS - 1" BADGER & 2" TURBO	1,479.13
Total for Check/Tran - 125098:					5,688.64
125099 12/17/20	CHK	10454	GLOBAL RENTAL COMPANY INC	RETURN TRK RNTL VEH#412 10/14-10/18	-1,756.60
				A77-TE93 TRK RNTL VEH#412 PICKUP FEE	558.08
				2020 RENTAL DOUBLEMAN BUCKET# 413	546.31
				AA55 DBLMN BUCKET VEH#414 11/11-12/08	3,714.89
				AM55 DBL BUCKET TRK 413 RNTL 11/19-12/16	3,815.00
				AT37-G BUCKET RNTL VEH#408 11/20-12/17	2,732.50

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				AT37-G BUCKET RNTL VEH#410 11/07-12/04	2,725.00
				Total for Check/Tran - 125099:	12,335.18
125100 12/17/20	CHK	10098	GRAINGER	SURVEILLANCE SIGNS	265.91
				VAN-DE-CAR PRESSURE TANK AIR COMPRESSOR	480.87
				VAN-DE-CAR VALVE PART	38.62
				Total for Check/Tran - 125100:	785.40
125101 12/17/20	CHK	10732	GRAYBAR ELECTRIC COMPANY INC.	FIBER ADAPATER/RINGS	98.48
				FIBER ADAPATER/RINGS	308.47
				Total for Check/Tran - 125101:	406.95
125102 12/17/20	CHK	10104	HADLOCK BUILDING SUPPLY, INC.	AIRPORT WELL - PANCAKE COMPRESSOR	196.19
				AIRPORT WELL - BRASS BUSHING	2.28
				VANDECAR - TPE,MET CNNCT,BRASS HEX,CHRG	41.46
				VANDEGAR - ELEC WIRE & GEN SALE HW	19.29
				STOCK - STAKES	22.66
				ELEC SUPR - SURGE PROTECT	25.06
				WAREHOUSE - GENERAL SALE HARDWARE	2.75
				SHOP - GEN SALE HW & PAINT	63.43
				Total for Check/Tran - 125102:	373.12
125103 12/17/20	CHK	10110	HENERY HARDWARE	HASTING SUB - MONSTER TAPE	4.35
				VANDECAR - HOSE,FML NPL,SOLDER KT,CHK VL	61.38
				FUEL ISLAND - REPLMNT HEAD & METL THRD	17.17
				VEH#101 - FASTNERS	21.34
				Total for Check/Tran - 125103:	104.24
125104 12/17/20	CHK	10111	HIGHWAY SPECIALTIES LLC	FENCE PANEL RENTAL START DATE 11/1/2020	1,940.20
125105 12/17/20	CHK	10787	HOCH CONSTRUCTION, INC	310 FOUR CRNRS REMODEL - INV #11	194,089.96
125106 12/17/20	CHK	10118	JCI JONES CHEMICALS, INC.	HYPOCHLORITE SOLUTION, SS150 BULK	1,622.46
125107 12/17/20	CHK	10120	JEFFERSON CO AUDITOR	NOVEMBER 2020 ELECTION COSTS	12,147.59
				NOVEMBER 2020 ELECTION COSTS	3,036.90

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Total for Check/Tran - 125107:					15,184.49
125108 12/17/20	CHK	10122	JEFFERSON COUNTY DEPT OF COMMU	PRE-APPLICATION MTG FEE FOR QUIL WTR TNK	529.20
125109 12/17/20	CHK	10128	JEFFERSON COUNTY TREASURER	B&O TAX NOVEMBER 2020	300.68
				B&O TAX NOVEMBER 2020	133,037.25
				B&O TAX NOVEMBER 2020	-131,403.34
Total for Check/Tran - 125109:					1,934.59
125110 12/17/20	CHK	10129	JIFFY LUBE	VEH# 207 - OIL CHANGE	67.49
				VEH# 120 - OIL CHANGE	76.87
				VEH# 206- OIL CHANGE	76.87
Total for Check/Tran - 125110:					221.23
125111 12/17/20	CHK	10286	L & J ENTERPRISES	BRUSH HOG - BY ANDERSON LAKE 11/10	13,668.60
				BRUSH HOG - DISCOVERY BAY 11/16	5,954.13
				TRENCH - BEACH DR, COYLE 11/19	2,468.85
Total for Check/Tran - 125111:					22,091.58
125112 12/17/20	CHK	10133	LAKESIDE INDUSTIRES	RECNSTCT 310 FOUR CRNRS PARKING LOT	1,900.00
				RECNSTCT 310 FOUR CRNRS PARKING LOT	475.00
				PAVING PARKING LOT - 310 FOUR CRNRS	1,160.00
				PAVING PARKING LOT - 310 FOUR CRNRS	290.00
Total for Check/Tran - 125112:					3,825.00
125113 12/17/20	CHK	10356	KRISTOFFER M LOTT	WEBEX CONFERENCE SERVICE SUBSCRIPTION	156.57
				WEBEX CONFERENCE SERVICE SUBSCRIPTION	39.14
Total for Check/Tran - 125113:					195.71
125114 12/17/20	CHK	10777	BARUCH A MCKNIGHT	DAILY OFFICE MAIL RUN	26.50
				DAILY OFFICE MAIL RUN	6.62
Total for Check/Tran - 125114:					33.12
125115 12/17/20	CHK	10470	MISSION COMMUNICATIONS, LLC	MATS VIEW - SCADA REPAIR PART CIRCT BRD	-23.40
				MATS VIEW - SCADA REPAIR PART CIRCT BRD	283.40
Total for Check/Tran - 125115:					260.00

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125116 12/17/20	CHK	10163	NOR'WEST CUSTODIAL SERVICES, INC.	CUSTODIAL SVC - NOV 2020	1,094.80
				CUSTODIAL SVC - NOV 2020	273.70
Total for Check/Tran - 125116:					1,368.50
125117 12/17/20	CHK	10166	NWPPA	HELPNG CUST UNDRSTAND ENRGUSAGE 11/18/20	180.00
				HELPNG CUST UNDRSTAND ENRGUSAGE 11/18/20	45.00
				RCRUMNT-ONLNE AD STKNG ENG 12/8-12/23/20	125.00
				HANDLING HIGH BILLS INQ TRNGN 12/16/20	324.00
				HANDLING HIGH BILLS INQ TRNGN 12/16/20	180.00
				HANDLING HIGH BILLS INQ TRNGN 12/16/20	81.00
				HANDLING HIGH BILLS INQ TRNGN 12/16/20	45.00
Total for Check/Tran - 125117:					980.00
125118 12/17/20	CHK	10167	OFFICE DEPOT	210 TRP WDE & CREWS - OFFICE SUPPLIES	78.37
				210 TRP WDE & CREWS - OFFICE SUPPLIES	19.59
Total for Check/Tran - 125118:					97.96
125119 12/17/20	CHK	10168	OLDCASTLE INFRASTRUCTURE	CONCRETE LID 687 MODHATCH&BO&CNCRT BASE	6,289.31
125120 12/17/20	CHK	10610	OVERTON POWER DISTRICT NO 5	METER 2S-CL200 *USED METER*	1,341.79
				METER 2S-CL200 *USED METER*	-110.79
Total for Check/Tran - 125120:					1,231.00
125121 12/17/20	CHK	10175	PACIFIC UNDERWRITERS CORP	LIFE - JAN 2021	91.10
				LTD - JAN 2021	1,248.25
Total for Check/Tran - 125121:					1,339.35
125122 12/17/20	CHK	10549	PENINSULA LEGAL SECRETARIAL SER	TRANSCRIPTION SVC 11/30-12/10/2020	406.00
				TRANSCRIPTION SVC 11/30-12/10/2020	101.50
Total for Check/Tran - 125122:					507.50
125123 12/17/20	CHK	10181	PENINSULA PEST CONTROL	RODENT SVC MO 310 FOUR CRNRS DEC 2020	65.40
				RODENT SVC MO 310 FOUR CRNRS DEC 2020	16.35
				RODENT SVC MO 210 FOUR CRNRS DEC 2020	61.04
				RODENT SVC MO 210 FOUR CRNRS DEC 2020	15.26

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				QRTL GP SVC MATS VIEW TERRACE	59.95
Total for Check/Tran - 125123:					218.00
125124 12/17/20	CHK	10183	PETRICKS LOCK & SAFE	SUBSTATION - CORES TO REKEY	981.00
125125 12/17/20	CHK	10188	PLATT ELECTRIC SUPPLY	WIRE 1/0 XHHW-2 600V COATED STRANDED CU	2,522.15
125126 12/17/20	CHK	10190	PNWS-AWWA	2021 WWUC MEMBERSHIP DUES	250.00
125127 12/17/20	CHK	10193	PORT TOWNSEND LEADER	EMPLY SRVCS:ADMIN ASST AD	24.40
				DISPLAY:FIRE SFTY	416.80
				EMPLY SRVCS:ADMIN ASST AD	10.10
				DISPLAY:FIRE SFTY	104.20
				LEGALS:BOC SPECIAL MTNG 11/18-11/25/20	34.00
				LEGALS:RECRMNT CAB 11/25-12/2/2020	36.40
				LEGALS:SWR SOLICITATION 11/18-11/25/2020	110.00
				LEGALS:RECRMNT LINEMAN 11/18-12/30/2020	36.40
				LEGALS:DOCK WORK BID 11/11-11/18/2020	8.50
				DISPLAY:GOOD WORKS CUSTOM	420.00
				LEGALS:BOC SPECIAL MTNG 11/18-11/25/20	8.50
				LEGALS:RECRMNT CAB 11/25-12/2/2020	9.10
				LEGALS:SWR SOLICITATION 11/18-11/25/2020	27.50
				LEGALS:RECRMNT LINEMAN 11/18-12/30/2020	9.10
				LEGALS:DOCK WORK BID 11/11-11/18/2020	34.00
				DISPLAY:GOOD WORKS CUSTOM	105.00
Total for Check/Tran - 125127:					1,394.00
125128 12/17/20	CHK	10287	PUD-UTILITY PAYMENTS	MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	51.73
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	19.00
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	429.75
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	21.92
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	22.23
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	136.12

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	1,057.11
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	18.50
				MULTI LOCATIONS PUMPHSE ELEC - NOV 2020	65.22
Total for Check/Tran - 125128:					1,821.58
125129 12/17/20	CHK	10207	RAIN NETWORKS	MS PROJECT ONLINE - 5 USERS, 1YR	1,499.87
				MS PROJECT ONLINE - 5 USERS, 1YR	374.97
Total for Check/Tran - 125129:					1,874.84
125130 12/17/20	CHK	10336	JERRY L RUBERT	EMPLOYEE CLOTHING ALLOWANCE 2020	300.00
125131 12/17/20	CHK	10604	SENIOR RESOURCES	DISPLAY:SENIOR RESOURCES 2021	796.00
				DISPLAY:SENIOR RESOURCES 2021	199.00
Total for Check/Tran - 125131:					995.00
125132 12/17/20	CHK	10219	SHOLD EXCAVATING INC	CNDT INSTL - 87 BEACHCREST LN 11/12	2,292.67
				CK TRANSDUCER - 141 VILLAGE DR 11/13	370.60
				SEPTICPUMP INSTL - 100 VILLAGE DR 11/03	1,824.85
Total for Check/Tran - 125132:					4,488.12
125133 12/17/20	CHK	10222	SOCIETY FOR HUMAN RESOUC	SHRM MEMBERSHIP 1Y 12/01-11/30/2021	175.20
				SHRM MEMBERSHIP 1Y 12/01-11/30/2021	43.80
Total for Check/Tran - 125133:					219.00
125134 12/17/20	CHK	10227	SOUND PUBLISHING INC	RETAIL DISPLAY:CAB RECRUITMENT 11/27/20	84.00
				RETAIL DISPLAY:CAB RECRUITMENT 11/29/20	84.00
				COMBO BUYS:GIVING TUESDAY 11/25/2020	360.00
				RETAIL DISPLAY:CAB RECRUITMENT 11/27/20	21.00
				RETAIL DISPLAY:CAB RECRUITMENT 11/29/20	21.00
				COMBO BUYS:GIVING TUESDAY 11/25/2020	90.00
Total for Check/Tran - 125134:					660.00
125135 12/17/20	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/ECOLI QUIMPER MO 12/8/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 12/8/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 12/8/2020	23.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				TESTING: COLI/ECOLI QUIMPER MO 12/8/2020	23.00
				TESTING: COLI/ECOLI QUIMPER MO 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/E.COLI QUIMPER 12/8/2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: COLI/ECOLI MO DEC 2020	23.00
				TESTING: NITRATE 12/10/2020	28.00
				TESTING: NITRATE 12/10/2020	28.00
				TESTING: NITRATE 12/10/2020	28.00
				TESTING: NITRATE 12/10/2020	28.00
				TESTING: NITRATE 12/10/2020	56.00
Total for Check/Tran - 125135:					628.00
125136	12/17/20	CHK	10234	STATE AUDITORS	
				ACCOUNTABILITY AUDIT NOV 20	5,066.88
				IT AUDIT NOV 20	1,538.16
				RFND CHRGR LOCAL COMMON SYS OCT-2020	-814.32
				ACCOUNTABILITY AUDIT NOV 20	1,266.72
				IT AUDIT NOV 20	384.54
				RFND CHRGR LOCAL COMMON SYS OCT-2020	-203.58
Total for Check/Tran - 125136:					7,238.40

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
125137 12/17/20	CHK	10389	ERIC R STOREY	CLOTHING ALLOWANCE 2020	147.70
125138 12/17/20	CHK	10237	STRANCO INC	CAUTION BURIED CABLE DECAL ENGINEERING NUMBER DECAL URD CABLE DECAL & ENGINEERING NUMBERS	419.22 218.27 -52.64
Total for Check/Tran - 125138:					584.85
125139 12/17/20	CHK	10576	TCF ARCHITECTURE, PLLC	ARCH-CONSTRCTN ADD'L SVC NOV-20 ARCH-CONSTRCTN FEASBLTY ANLYS NOV-20	18,063.73 3,025.00
Total for Check/Tran - 125139:					21,088.73
125140 12/17/20	CHK	10661	TESSCO INCORPORATED	INVERTER FOR SERVER ROOM INVERTER FOR SERVER ROOM	1,572.16 393.04
Total for Check/Tran - 125140:					1,965.20
125141 12/17/20	CHK	10421	THE CARWASH INC	FLEET SERVICE NOV 2020	12.25
125142 12/17/20	CHK	10727	TITAN ELECTRIC, INC	DOCK WORK 11/07-11/21/2020 DOCK WORK 11/07-11/21/2020	28,274.42 13,926.20
Total for Check/Tran - 125142:					42,200.62
125143 12/17/20	CHK	10252	ULINE	FLAGS	154.74
125144 12/17/20	CHK	10496	WELLS FARGO VENDOR FIN SERV	4 CRNRS COPYRNT DEC-20 4 CRNRS COPYRNT DEC-20 211 CHIM COPYRNT DEC 20 211 CHIM COPYRNT DEC 20	226.72 56.68 314.80 78.70
Total for Check/Tran - 125144:					676.90
125145 12/17/20	CHK	10271	WESCO RECEIVABLES CORP	TRAN 1P PAD 50KVA&25KVA 120/240 WEDGE CLAMP SECONDARY HAND HOLE,TRAFFIC 17x30x24-POL	3,605.72 82.84 5,689.80
Total for Check/Tran - 125145:					9,378.36
125146 12/17/20	CHK	10274	WESTBAY AUTO PARTS, INC.	DIE - DEF FLEET STOCK - WINDSHIELD WASH	23.26 12.21

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				VEH# 101 - RELAY	35.43
Total for Check/Tran - 125146:					70.90
125147 12/17/20	CHK	10304	COLTON L WORLEY	WELLNESS REIMBURSEMENT 2020	250.00
125148 12/17/20	CHK	10278	WPUDA	MONTHLY DUES - DEC 2020	4,812.00
				MONTHLY DUES - DEC 2020	1,203.00
Total for Check/Tran - 125148:					6,015.00
125149 12/23/20	CHK	10012	ALTEC INDUSTRIES, INC	REPLACEMENT POLE CLIMBING GEAR	1,310.22
125150 12/23/20	CHK	10447	ANIXTER INC.	WIRE #4 AL OH TPX,SPLICE KIT 1/0 INLINE- LUG	1,102.54
				SIDEBY	199.47
					102.19
Total for Check/Tran - 125150:					1,404.20
125151 12/23/20	CHK	10016	ASPLUNDH TREE EXPERT CO	TREE TRIMMING-TRNSMSSN LINES THR 12/05	63,424.42
125152 12/23/20	CHK	10762	BATTERY POWER SOLUTIONS LLC	ADDTL BATTERY SYSTEM-HASTINGS SUBSTATION	8,311.68
125153 12/23/20	CHK	9998	KEITH CALDARA	Credit Balance Refund	871.25
125154 12/23/20	CHK	10041	CDW GOVERNMENT	AUTOCAD LT SUB RNWL 1YR - 1 SEAT	346.49
				AUTOCAD LT SUB RNWL 1YR - 1 SEAT	86.62
				ACROBAT PRO DC FOR TEAMS 1YR	281.83
				ACROBAT PRO DC FOR TEAMS 1YR	70.46
Total for Check/Tran - 125154:					785.40
125155 12/23/20	CHK	10365	ALYSON J DEAN	WELLNESS PROGRAM REIMBURSEMENT 2020	115.00
125156 12/23/20	CHK	10780	DELL BUSINESS CREDIT	DELL THUNDERBOLT DOCK - WD19TB	144.38
				DELL THUNDERBOLT DOCK - WD19TB	36.10
Total for Check/Tran - 125156:					180.48
125157 12/23/20	CHK	10070	DOUBLE D ELECTRICAL, INC	LIGHTS RPLC - BAY FOR TRCKS 310 4 CRNRS	5,210.20
125158 12/23/20	CHK	10781	EVERGREEN CONSULTING GROUP, LLC	ENERGY CONSERVATION REBATE	5,620.75
				ENERGY CONSERVATION REBATE	6,174.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				ENERGY CONSERVATION REBATE	2,100.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,500.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	600.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	30.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	900.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	40.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	95.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	100.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	600.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	750.00
				ENERGY CONSERVATION REBATE	80.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	600.00
				ENERGY CONSERVATION REBATE	700.00
				ENERGY CONSERVATION REBATE	45.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	1,300.00
				ENERGY CONSERVATION REBATE	-1,300.00
				ENERGY CONSERVATION REBATE	3,800.00
				ENERGY CONSERVATION REBATE	0.49
				ENERGY CONSERVATION REBATE	-0.49
				ENERGY CONSERVATION REBATE	729.12
				ENERGY CONSERVATION REBATE	900.00
				ENERGY CONSERVATION REBATE	200.00
Total for Check/Tran - 125158:					60,063.87
125159	12/23/20	CHK	10085	FASTENAL	
				MTR RDR - MRKNG CHALK	127.96
				WH - SAFETY GLASSES	33.28
Total for Check/Tran - 125159:					161.24
125160	12/23/20	CHK	10090	FREDERICKSON ELECTRIC, INC	5,342.20
125161	12/23/20	CHK	9999	GBF CATERING	662.72
				EMPLOYEE APPRECIATION LUNCH	165.68
Total for Check/Tran - 125161:					828.40
125162	12/23/20	CHK	10094	GENERAL PACIFIC, INC	172.22
125163	12/23/20	CHK	10454	GLOBAL RENTAL COMPANY INC	277.50
				VEH# 409- REPLACE WINDSHIELD	
				AT37-G BUCKET RNTL VEH#410 12/05-1/01	2,725.00

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 125163:					3,002.50
125164 12/23/20	CHK	9998	DAVID J GOUDIE	Credit Balance Refund	134.44
125165 12/23/20	CHK	10110	HENERY HARDWARE	WAREHOUSE - RATCHET	32.69
				METER READER - RED MARKING PAINT	30.48
				WAREHOUSE - SHOVELS	34.86
Total for Check/Tran - 125165:					98.03
125166 12/23/20	CHK	10366	ICPE	GENERAL ENGINEERING SERVICES JULY-OCT	420.00
				CHIM SUB DOD GRANT - ENG SVC JUN-OCT2020	6,850.00
Total for Check/Tran - 125166:					7,270.00
125167 12/23/20	CHK	10839	IRBY ELECTRICAL UTILITES	DEAD END SHOE ACSR #4-4/0	621.30
				CLEVIS	340.62
				COPPER DEADEND	163.50
				COPPER DEAEND	306.56
				SIDEBY	99.46
				SPLICE	85.03
				URD SPLICE	258.60
				SIDEBY	76.30
Total for Check/Tran - 125167:					1,951.37
125168 12/23/20	CHK	10118	JCI JONES CHEMICALS, INC.	HYPOCHLORITE SOLUTION SS150 BULK	1,418.22
125169 12/23/20	CHK	10281	JEFFCO EFTPS	EMPLOYEES' MEDICARE TAX	3,221.08
				EMPLOYER'S MEDICARE TAX	3,083.37
				EMPLOYEES' FICA TAX	8,206.11
				EMPLOYER'S FICA TAX	8,206.11
				EMPLOYEES' FEDERAL WITHHOLDING	12,735.50
				EMPLOYEES' FEDERAL WITHHOLDING TAX	11,025.32
Total for Check/Tran - 125169:					46,477.49
125170 12/23/20	CHK	10532	JEFFERSON COUNTY PUD PAYROLL AC	DIRECT DEPOSIT PR 12/25/2020	134,227.57
				MANUAL CHECKS PR 12/25/2020	9,306.90

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
Total for Check/Tran - 125170:					143,534.47
125171 12/23/20	CHK	10129	JIFFY LUBE	VEH# 119 - OIL CHANGE	98.18
125172 12/23/20	CHK	10330	KARR TUTTLE CAMPBELL	PROFESSIONAL SVC: NOV 2020	830.00
				PROFESSIONAL SVC: NOV 2020	207.50
Total for Check/Tran - 125172:					1,037.50
125173 12/23/20	CHK	9998	DAWN MATTHES	Credit Balance Refund	56.93
125174 12/23/20	CHK	10333	MOSS ADAMS LLP	PROF SVC:DASHBOARDS ASSESSMENT	1,680.02
				PROF SVC:DASHBOARDS ASSESSMENT	420.00
Total for Check/Tran - 125174:					2,100.02
125175 12/23/20	CHK	10166	NWPPA	UTIL BUS FUNDAMENTALS TRNG 2/21/2020	460.00
125176 12/23/20	CHK	10167	OFFICE DEPOT	210 DBL WDE/310 TRP WDE-OFFICE SUPPLIES	128.98
				210 DBL WDE/310 TRP WDE-OFFICE SUPPLIES	32.24
Total for Check/Tran - 125176:					161.22
125177 12/23/20	CHK	10170	OLYMPIC EQUIPMENT RENTALS	VEH# 206 - 4" FIBERGLASS	31.05
				FLAGGING GENERATOR - REPAIR	3.27
Total for Check/Tran - 125177:					34.32
125178 12/23/20	CHK	10287	PUD-UTILITY PAYMENTS	MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	277.74
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	61.36
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	88.27
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	60.00
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	76.71
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	262.12
				MULTI LOCATIONS PUMPHSE ELEC -DEC 2020	15.04
				MULTI LOCATIONS PUMPHSE ELEC -DEC 2020	515.56
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	3.76
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	57.07
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	15.34
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	22.07

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	15.00
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	84.71
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	44.83
				MULTI LOCATIONS PUMPHSE ELEC -DEC 2020	9.20
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	1,893.80
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	338.52
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	796.30
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	19.41
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	84.66
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	23.64
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	39.55
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	793.28
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	53.85
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	2,424.70
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	47.40
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	77.21
				MULTI LOCATIONS PUMPHSE ELEC - DEC 2020	19.91
				MULTI LOCATIONS PUMPHSE ELEC -DEC 2020	85.67
Total for Check/Tran - 125178:					8,306.68
125179	12/23/20	CHK	10207	RAIN NETWORKS	
				ESET ENDPOINT PRCTN 1.5YR THR 5/22/2022	2,038.42
				ESET ENDPOINT PRCTN 1.5YR THR 5/22/2022	509.61
Total for Check/Tran - 125179:					2,548.03
125180	12/23/20	CHK	10708	RCE TRAFFIC CONTROL, INC	
				FLAGGING - 1313 COYLE RD 11/30	1,478.50
				FLAGGING - 623 SHINE RD 11/23	971.00
				FLAGGING - 210 SHINE RD 12/04	791.00
Total for Check/Tran - 125180:					3,240.50
125181	12/23/20	CHK	10212	ROHLINGER ENTERPRISES INC	
				RECNDTN/TSTNG: ANNUAL HOTSTICK TESTING	301.11
				RECNDTN/TSTNG: ANNUAL JUMPER TESTING	96.74
				RECNDTN/TSTNG: ANNUAL JUMPER TESTING	96.74
				RECNDTN/TSTNG: ANNUAL JUMPER TESTING	96.74

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	497.56
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	497.56
				RECNDTN/TSTNG: ANNUAL GROUNDS TESTING	497.56
Total for Check/Tran - 125181:					2,084.01
125182 12/23/20	CHK	10216	SECURITY SERVICES NW, INC.	NIGHT PAYMENT PICKUP - DEC 2020	1,189.24
				NIGHT PAYMENT PICKUP - DEC 2020	297.31
Total for Check/Tran - 125182:					1,486.55
125183 12/23/20	CHK	10249	SPECTRA LABORATORIES-KITSAP LLC	TESTING: COLI/ECOLI 12/15/20	23.00
				TESTING: NITRATE 12/15/20	28.00
				TESTING: COLI/ECOLI 12/15/20	23.00
				TESTING: NITRATE 12/15/20	28.00
				TESTING: COLI/ECOLI 12/15/20	23.00
				TESTING: NITRATE 12/15/20	28.00
				TESTING: COLI/ECOLI 12/15/20	23.00
				TESTING: NITRATE 12/15/20	28.00
Total for Check/Tran - 125183:					204.00
125184 12/23/20	CHK	10302	ERIC A THARALDSEN	DOT CDL PHYSICAL	150.00
125185 12/23/20	CHK	10251	UGN - JEFFERSON COUNTY	UNITED GOOD NEIGHBORS EE	15.00
125186 12/23/20	CHK	10316	GERRIT J VAN OTTEN	WELLNESS PROGRAM REIMBURSEMENT 2020	250.00
125187 12/23/20	CHK	10328	VERIZON CONNECT NWF INC.	HARNESS USM OBDII BYPASS, VEH# 133	38.16
125188 12/23/20	CHK	10260	WA STATE DEFERRED COMPENSATION	PL DEFERRED COMP EE	10,650.90
				PL DEFERRED COMP ER	4,122.51
Total for Check/Tran - 125188:					14,773.41
125189 12/23/20	CHK	10267	WA STATE SUPPORT REGISTRY	PL CHILD SUPPORT EE	899.14
125190 12/23/20	CHK	9998	DIONNE WALTZ	Credit Balance Refund	310.70
125191 12/23/20	CHK	10569	WAYNE D. ENTERPRISES, INC.	SHAPE SHIFTER NECK TUBE QTY5	-12.79

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Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				SHAPE SHIFTER NECK TUBE	154.86
				SHAPE SHIFTER NECK TUBE QTY5	-12.95
				SHAPE SHIFTER NECK TUBE	156.82
				PPE- FR JACKET, LONG SLEEVE SHIRT-BLAND	-39.57
				FR JACKET	279.15
				FR SHIRT	200.09
Total for Check/Tran - 125191:					725.61
125192	12/23/20	CHK	10680	WELLSPRING FAMILY SERVICES	
				EAP SVC - NOV 2020	42.34
				EAP SVC - NOV 2020	10.58
Total for Check/Tran - 125192:					52.92
125193	12/23/20	CHK	10271	WESCO RECEIVABLES CORP	
				SECONDARY HAND HOLE, GREEN 12" X 17"	1,055.34
				DEADEND SHOE	415.84
				TRAN 1P PAD 25KVA 120/240	3,132.66
Total for Check/Tran - 125193:					4,603.84
125194	12/23/20	CHK	10274	WESTBAY AUTO PARTS, INC.	
				FLEET STOCK - LED 12V GROMMET	36.78
				FLEET STOCK - CONNECTOR, MTR TUNEUP, RTU	104.13
Total for Check/Tran - 125194:					140.91

Total Payments for Bank Account - 1 : (231) 1,932,846.62

Total Voids for Bank Account - 1 : (0) 0.00

Total for Bank Account - 1 : (231) 1,932,846.62

Grand Total for Payments : (231) 1,932,846.62

Grand Total for Voids : (0) 0.00

Grand Total : (231) 1,932,846.62

12/30/2020 9:07:30 AM

Accounts Payable Check Register

12/01/2020 To 12/30/2020

Bank Account: 1 - 1ST SECURITY - AP

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
130 12/1/20	WIRE	10809	PETERSON LAKE - WIRE PAYMENT	PETERSON LAKE WIRE PMT DEC 2020	10,413.01
				PETERSON LAKE WIRE PMT DEC 2020	3,915.61
Total for Check/Tran - 130:					14,328.62
131 12/11/20	WIRE	10279	BPA-WIRE TRANSFER	PURCHASED POWER OCT 2020	1,255,944.00
				TRANSMISSION OCT 2020	118,351.00
				REGIONAL COMP ENFOR OCT 2020	1,583.00
				REGIONAL COORD SVC OCT 2020	1,266.00
Total for Check/Tran - 131:					1,377,144.00
132 12/30/20	WIRE	10280	USDA-WIRE TRANSFER	H0010 PRINCIPAL	850,733.41
				H0015 PRINCIPAL	5,296.00
				INTEREST Q4 2020	637,148.99
				NOTE SECT 9 INTEREST Q4 2020	30,541.30
Total for Check/Tran - 132:					1,523,719.70

Total Payments for Bank Account - 1 :	(3)	2,915,192.32
Total Voids for Bank Account - 1 :	(0)	0.00
Total for Bank Account - 1 :	(3)	2,915,192.32
Grand Total for Payments :	(3)	2,915,192.32
Grand Total for Voids :	(0)	0.00
Grand Total :	(3)	2,915,192.32

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 12/11/2020

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date #</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70830	12/11/2020	1,831.81
2001	WATER DISTRIBUTION MANAGER II	70831	12/11/2020	1,680.45
3032	CUSTOMER SERVICE REP	70832	12/11/2020	1,184.08
2003	WATER TREATMENT PLANT OPERATOR III	70833	12/11/2020	2,396.11
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70834	12/11/2020	2,634.22
				9,726.67

JEFFERSON COUNTY PUD NO 1

ISSUED PAYROLL CHECKS
PAY DATE: 12/25/2020

<u>Empl</u>	<u>Position</u>	<u>Check #</u>	<u>Date #</u>	<u>Amount</u>
2000	WATER DISTRIBUTION MANAGER II	70835	12/25/2020	1,613.80
2001	WATER DISTRIBUTION MANAGER II	70836	12/25/2020	1,897.86
3032	CUSTOMER SERVICE REP	70837	12/25/2020	1,184.09
2003	WATER TREATMENT PLANT OPERATOR III	70838	12/25/2020	2,139.57
2004	WATER TREATMENT PLANT OPERATOR III - LEAD	70839	12/25/2020	2,471.58
				9,306.90

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 12/11/2020

Empl	Position	Pay Date	Net Pay
3039	ACCOUITING TECH 1	12/11/2020	1,249.57
1026	BROADBAND SUPERVISOR	12/11/2020	1,934.71
4006	COMMISSIONER DIST 1	12/11/2020	933.18
4004	COMMISSIONER DIST 2	12/11/2020	2,419.32
4008	COMMISSIONER DIST 3	12/11/2020	1,193.53
3034	COMMUNICATIONS DIRECTOR	12/11/2020	2,021.20
3002	CUSTOMER SERVICE COORDINATOR	12/11/2020	1,162.07
3014	CUSTOMER SERVICE PROGRAM SPECIALIST	12/11/2020	1,272.34
3022	CUSTOMER SERVICE REP	12/11/2020	1,294.59
3046	CUSTOMER SERVICE REP	12/11/2020	1,116.89
3048	CUSTOMER SERVICE REP	12/11/2020	1,145.10
1027	ELECTRICAL ENGINEERING MANAGER	12/11/2020	2,892.91
1044	ELECTRICAL PRE-APPRENTICE	12/11/2020	4,583.74
2007	ENGINEERING DIRECTOR	12/11/2020	3,380.64
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	12/11/2020	2,057.15
3033	FINANCE DIRECTOR	12/11/2020	3,166.54
1046	FLEET/WAREHOUSE HELPER	12/11/2020	2,566.21
1008	FOREMAN LINEMAN	12/11/2020	9,187.48
1012	FOREMAN LINEMAN	12/11/2020	4,203.23
1011	GENERAL MANAGER	12/11/2020	5,212.65
1042	GIS SPECIALIST	12/11/2020	2,242.48
1017	HEAD STOREKEEPER	12/11/2020	2,324.30
3047	HUMAN RESOURCES DIRECTOR	12/11/2020	2,394.94
3008	INFORMATION TECHNOLOGY MANAGER	12/11/2020	3,125.47
3028	IT SUPPORT TECHNICIAN	12/11/2020	1,756.61
1000	LINEMAN	12/11/2020	7,137.94
1016	LINEMAN	12/11/2020	5,636.53
1020	LINEMAN	12/11/2020	8,575.66
1028	LINEMAN	12/11/2020	2,795.64
1034	LINEMAN	12/11/2020	2,811.54
1041	LINEMAN	12/11/2020	4,148.31
1043	METER READER	12/11/2020	1,602.58
1047	METER READER	12/11/2020	1,965.47
1037	OPERATIONS DIRECTOR	12/11/2020	3,353.85
3004	RESOURCE MANAGER	12/11/2020	2,422.47
1003	SCADA TECH APPRENTICE	12/11/2020	3,763.11
1015	SCADA TECH JOURNEYMAN	12/11/2020	6,833.91
3020	SERVICES DIRECTOR	12/11/2020	2,364.12
1031	STAKING ENGINEER	12/11/2020	2,364.64
1039	STAKING ENGINEER	12/11/2020	2,000.34
1014	STOREKEEPER	12/11/2020	2,508.71
1033	SUBSTATION/METERING TECH	12/11/2020	3,957.75
3013	UTILITY ACCOUNTANT II	12/11/2020	1,534.40
3029	UTILITY ACCOUNTANT II	12/11/2020	1,689.81
3003	UTILITY BILLING CLERK	12/11/2020	1,401.63
3027	UTILITY BILLING CLERK	12/11/2020	1,423.23
3000	UTILITY BILLING COORDINATOR	12/11/2020	1,563.11
2005	WATER DISTRIBUTION MANAGER I	12/11/2020	1,304.13
2002	WATER DISTRIBUTION MANAGER II	12/11/2020	1,894.99
			\$ 139,890.72

JEFFERSON COUNTY PUD NO 1

DIRECT DEPOSIT PAYROLL
PAY DATE: 12/25/2020

Empl	Position	Pay Date	Net Pay
3039	ACCOUNTING TECH 1	12/25/2020	1,249.59
1026	BROADBAND SUPERVISOR	12/25/2020	1,934.70
4006	COMMISSIONER DIST 1	12/25/2020	2,899.58
4004	COMMISSIONER DIST 2	12/25/2020	964.11
4008	COMMISSIONER DIST 3	12/25/2020	1,115.24
3034	COMMUNICATIONS DIRECTOR	12/25/2020	2,021.19
3002	CUSTOMER SERVICE COORDINATOR	12/25/2020	1,162.09
3014	CUSTOMER SERVICE PROGRAM SPECIALIST	12/25/2020	1,272.33
3022	CUSTOMER SERVICE REP	12/25/2020	1,294.58
3046	CUSTOMER SERVICE REP	12/25/2020	1,117.55
3048	CUSTOMER SERVICE REP	12/25/2020	1,145.09
1027	ELECTRICAL ENGINEERING MANAGER	12/25/2020	2,892.92
1044	ELECTRICAL PRE-APPRENTICE	12/25/2020	3,229.08
2007	ENGINEERING DIRECTOR	12/25/2020	3,560.81
3005	EXECUTIVE ASSISTANT/PUBLIC RECORDS OFFICER	12/25/2020	2,057.14
3033	FINANCE DIRECTOR	12/25/2020	3,166.56
1046	FLEET/WAREHOUSE HELPER	12/25/2020	2,260.61
1008	FOREMAN LINEMAN	12/25/2020	5,130.57
1012	FOREMAN LINEMAN	12/25/2020	6,335.94
1011	GENERAL MANAGER	12/25/2020	1,862.53
1042	GIS SPECIALIST	12/25/2020	2,242.49
1017	HEAD STOREKEEPER	12/25/2020	2,324.32
3047	HUMAN RESOURCES DIRECTOR	12/25/2020	2,394.94
3008	INFORMATION TECHNOLOGY MANAGER	12/25/2020	3,125.48
3028	IT SUPPORT TECHNICIAN	12/25/2020	1,752.04
1000	LINEMAN	12/25/2020	4,518.57
1016	LINEMAN	12/25/2020	6,619.33
1020	LINEMAN	12/25/2020	5,823.27
1028	LINEMAN	12/25/2020	5,186.61
1034	LINEMAN	12/25/2020	5,496.15
1041	LINEMAN	12/25/2020	4,196.27
1043	METER READER	12/25/2020	1,982.31
1047	METER READER	12/25/2020	2,291.55
1037	OPERATIONS DIRECTOR	12/25/2020	3,353.85
3004	RESOURCE MANAGER	12/25/2020	2,422.48
1003	SCADA TECH APPRENTICE	12/25/2020	3,341.76
1015	SCADA TECH JOURNEYMAN	12/25/2020	4,405.51
3020	SERVICES DIRECTOR	12/25/2020	2,364.13
1031	STAKING ENGINEER	12/25/2020	2,364.65
1039	STAKING ENGINEER	12/25/2020	3,586.85
1014	STOREKEEPER	12/25/2020	3,096.50
1033	SUBSTATION/METERING TECH	12/25/2020	3,897.52
3013	UTILITY ACCOUNTANT II	12/25/2020	1,534.41
3029	UTILITY ACCOUNTANT II	12/25/2020	1,689.83
3003	UTILITY BILLING CLERK	12/25/2020	1,401.62
3027	UTILITY BILLING CLERK	12/25/2020	1,423.24
3000	UTILITY BILLING COORDINATOR	12/25/2020	1,563.09
2005	WATER DISTRIBUTION MANAGER I	12/25/2020	1,304.12
2002	WATER DISTRIBUTION MANAGER II	12/25/2020	1,852.47
			\$ 134,227.57

VOUCHER APPROVAL FORM

We, the undersigned Board of Commissioners of Public Utility District No. 1 of Jefferson County hereby approve pending payments for transactions greater than \$100,000, if any. The following transactions are approved from the General Fund in the amount of **\$5,491,453.58** on this **5TH** day of **JANUARY 2021** ;

Dan Toepper President	Kenneth Collins Vice President	Jeff Randall Secretary
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PAYMENTS TO BE APPROVED:

	WARRANTS	AMOUNT	DATE
Accounts Payable:	# 124610 to # 124963	\$ 350,262.78	12/1/2020
Accounts Payable:	# 124964 to # 125010	\$ 182,256.56	12/3/2020
Accounts Payable:	# 125011 to # 125080	\$ 855,022.75	12/10/2020
Accounts Payable:	# 125081 to # 125148	\$ 499,722.38	12/17/2020
Accounts Payable:	# 125149 to # 125194	\$ 395,844.93	12/23/2020
Payroll Checks:	# 70830 to # 70834	\$ 9,726.67	12/11/2020
Payroll Checks:	# 70835 to # 70839	\$ 9,306.90	12/25/2020
Payroll Direct Deposit:		\$ 139,890.72	12/11/2020
Payroll Direct Deposit:		\$ 134,227.57	12/25/2020
TOTAL INVOICES PAID		\$2,576,261.26	

	AMOUNT	DATE
Peterson Lake	\$ 14,328.62	12/1/2020
BPA	\$ 1,377,144.00	12/11/2020
USDA/RUS Loan	\$ 1,523,719.70	12/30/2020

PAYMENT TOTAL	\$5,491,453.58
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VOIDED WARRANTS

Jefferson County PUD No. 1
Electric Division
Statement of Operations
As of November 30, 2020

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR	THIS YEAR	BUDGET	
	(a)	(b)	(c)	
1. Operating Revenue and Patronage Capital	34,111,119	33,634,630	33,344,571	3,342,171
2. Power Production Expense	0	0	0	0
3. Cost of Purchased Power	13,911,836	13,368,772	13,901,709	1,195,124
4. Transmission Expense	1,695,340	1,643,440	1,727,252	200,983
5. Regional Market Operations Expense	0	0	0	0
6. Distribution Expense - Operation	1,299,475	1,589,122	1,843,604	133,720
7. Distribution Expense - Maintenance	2,071,398	3,035,628	3,092,675	325,880
8. Consumer Accounts Expense	1,247,521	1,258,624	1,645,931	85,862
9. Customer Service and Informational Expense	33,777	17,253	39,428	1,282
10. Sales Expense	0	0	0	0
11. Administrative and General Expense	2,272,449	2,551,444	2,744,665	287,466
12. Total Operation & Maintenance Expense (2 thru 11)	22,531,796	23,464,283	24,995,264	2,230,317
13. Depreciation & Amortization Expense	4,868,321	5,034,449	4,809,686	463,048
14. Tax Expense - Property & Gross Receipts	0	0	0	0
15. Tax Expense - Other	1,979,772	1,937,128	1,997,291	190,292
16. Interest on Long-Term Debt	2,551,451	2,479,065	2,468,466	222,508
17. Interest Charged to Construction (Credit)	0	0	0	0
18. Interest Expense - Other	5	0	1,404	0
19. Other Deductions	668	39	44	0
20. Total Cost of Electric Service (12 thru 19)	31,932,013	32,914,964	34,272,155	3,106,165
21. Patronage Capital & Operating Margins (1 minus 20)	2,179,106	719,666	(927,584)	236,006
22. Non Operating Margins - Interest	153,564	46,325	79,897	518
23. Allowance for Funds Used During Construction	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0
25. Non Operating Margins - Other	1,399,639	1,807,473	1,842,037	129,640
26. Generation & Transmission Capital Credits	0	0	0	0
27. Other Capital Credits & Patronage Dividends	14,601	12,803	0	0
28. Extraordinary Items	0	0	0	0
29. Patronage Capital or Margins (21 thru 28)	3,746,910	2,586,267	994,350	366,164

Times Interest Earned Ratio (TIER) (Year to Date)	2.47	2.04	1.40
Operating Times Interest Earned Ratio (OTIER) (Year to Date)	1.85	1.29	0.62
Debt Service Coverage Ratio (DSC) (Year to Date)	2.05	1.86	2.22
Operating Debt Service Coverage Ratio (ODSC) (Year to Date)	1.77	1.51	1.70
Rolling 12 Month TIER	2.69	2.26	

Jefferson County PUD No. 1
Electric Division
Balance Sheet
November 30, 2020

PART B. BALANCE SHEET			
ASSETS AND OTHER DEBITS		LIABILITIES AND OTHER CREDITS	
1. Total Utility Plant in Service	178,456,622	29. Memberships	0
2. Construction Work in Progress	7,849,892	30. Patronage Capital	0
3. Total Utility Plant (1+2)	186,306,514	31. Operating Margins - Prior Years	0
4. Accum. Provision for Depreciation and Amort	66,845,805	32. Operating Margins - Current Year	719,667
5. Net Utility Plant (3-4)	119,460,709	33. Non-Operating Margins	1,866,601
6. Nonutility Property - Net	92,503	34. Other Margins & Equities	26,169,019
7. Investment in Subsidiary Companies	0	35. Total Margins & Equities (29 thru 34)	28,755,287
8. Invest. in Assoc. Org. - Patronage Capital	60,305	36. Long-Term Debt RUS (Net)	97,201,012
9. Invest. in Assoc. Org. - Other - General Funds	1,010	37. Long-Term Debt - Other (Net)	0
10. Invest in Assoc. Org. - Other - Nongeneral Funds	0	38. Total Long-Term Debt (36 + 37)	97,201,012
11. Investments in Economic Development Projects	0	39. Obligations Under Capital Leases - Non current	0
12. Other Investments	0	40. Accumulated Operating Provisions	1,740,410
13. Special Funds	47,467	41. Total Other Noncurrent Liabilities (39+40)	1,740,410
14. Total Other Property & Investments (6 thru 13)	201,285	42. Notes Payable	0
15. Cash-General Funds	874,603	43. Accounts Payable	4,051,857
16. Cash-Construction Funds-Trustee	0	44. Consumers Deposits	0
17. Special Deposits	0	45. Current Maturities Long-Term Debt	0
18. Temporary Investments	8,704,679	46. Current Maturities Long-Term Debt-Economic Dev.	0
19. Notes Receivable - Net	0	47. Current Maturities Capital Leases	0
20. Accounts Receivable - Net Sales of Energy	2,407,634	48. Other Current & Accrued Liabilities	1,823,350
21. Accounts Receivable - Net Other	(2,454,074)	49. Total Current & Accrued Liabilities (42 thru 48)	5,875,207
22. Renewable Energy Credits	0	50. Deferred Credits	981,935
23. Materials & Supplies - Electric and Other	2,430,785	51. Total Liabilities & Other Credits (35+38+41+49+50)	134,553,851
24. Prepayments	167,543		
25. Other Current & Accrued Assets	2,352,041	ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION	
26. Total Current & Accrued Assets (15 thru 25)	14,483,211	Balance Beginning of Year	0
27. Deferred Debits	408,646	Amounts Received This Year (Net)	836,045
28. Total Assets & Other Debits (5+14+26+27)	134,553,851	TOTAL Contributions-In-Aid-Of-Construction	836,045

Equity Ratio **21.37%**
 (Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **52.17%**
 (Long Term Debt/Total Utility Plant) x 100

**Jefferson County PUD #1
Power Requirements
As of November 30, 2020**

PART C. POWER REQUIREMENTS DATABASE				
CLASSIFICATION	CONSUMER, SALES, AND REVENUE DATA	NOVEMBER CONSUMERS (b)	AVERAGE CONSUMERS (c)	Monthly KWH SALES AND REVENUE (d)
1. Residential Sales (excluding seasonal)	a. No. Consumers Served	17,656	17,587	
	b. KWH Sold			19,571,247
	c. Revenue			2,215,958
2. Residential Sales - Seasonal	a. No. Consumers Served	5	6	
	b. KWH Sold			0
	c. Revenue			0
3. Irrigation Sales	a. No. Consumers Served	2	2	
	b. KWH Sold			0
	c. Revenue			60
4. Comm. and Ind. 1000 KVA or Less	a. No. Consumers Served	2,380	2,337	
	b. KWH Sold			5,346,113
	c. Revenue			596,138
5. Comm. and Ind. Over 1000 KVA	a. No. Consumers Served	21	21	
	b. KWH Sold			8,407,425
	c. Revenue			499,272
6. Public Street & Highway Lighting	a. No. Consumers Served	208	208	
	b. KWH Sold			52,668
	c. Revenue			17,643
7. Non Metered Device Authority	a. No. Consumers Served	5	5	
	b. KWH Sold			0
	c. Revenue			75
8. Sales for Resales-RUS Borrowers	a. No. Consumers Served			
	b. KWH Sold			
	c. Revenue			
9. Sales for Resales-Other	a. No. Consumers Served			
	b. KWH Sold			
	c. Revenue			
10. TOTAL No. of Consumers (lines 1a thru 9a)		20,277	20,166	
11. TOTAL KWH Sold (lines 1b thru 9b)				33,377,453
12. TOTAL Revenue Received From Sales of Electric Energy (line 1c thru 9c)				3,329,146
13. Transmission Revenue				0
14. Other Electric Revenue				13,025
15. KWH - Own Use				520
16. TOTAL KWH Purchased				39,470,643
17. TOTAL KWH Generated				
18. Cost of Purchases and Generation				1,195,124
19. Interchange - KWH - Net				79,838
20. Peak - Sum All KW Input (Metered)				

Electric Division
Comparison 2020 Budget to 2020 Actuals Year to Date Through NOVEMBER

	2020 Budget NOVEMBER YTD	2020 Actuals NOVEMBER YTD	Variance
1. Operating Revenue and Patronage Capital	33,344,571	33,634,630	290,059
2. Power Production Expense	0	0	0
3. Cost of Purchased Power	13,901,709	13,368,772	(532,937)
4. Transmission Expense	1,727,252	1,643,440	(83,812)
5. Regional Market Operations Expense	0	0	0
6. Distribution Expense - Operation	1,843,604	1,589,122	(254,482)
7. Distribution Expense - Maintenance	3,092,675	3,035,628	(57,047)
8. Consumer Accounts Expense	1,645,931	1,258,624	(387,307)
9. Customer Service and Informational Expense	39,428	17,253	(22,175)
10. Sales Expense	0	0	0
11. Administrative and General Expense	2,744,665	2,551,444	(193,221)
12. Total Operation & Maintenance Expense (2 thru 11)	24,995,264	23,464,283	(1,530,981)
13. Depreciation & Amortization Expense	4,809,686	5,034,449	224,763
14. Tax Expense - Property & Gross Receipts	0	0	0
15. Tax Expense - Other	1,997,291	1,937,128	(60,163)
16. Interest on Long-Term Debt	2,468,466	2,479,065	10,599
17. Interest Charged to Construction (Credit)	0	0	0
18. Interest Expense - Other	1,404	0	(1,404)
19. Other Deductions	44	39	(5)
20. Total Cost of Electric Service (12 thru 19)	34,272,155	32,914,964	(1,357,191)
21. Patronage Capital & Operating Margins (1 minus 20)	(927,584)	719,666	1,647,250
22. Non Operating Margins - Interest	79,897	46,325	(33,572)
23. Allowance for Funds Used During Construction	0	0	0
24. Income (Loss) from Equity Investments	0	0	0
25. Non Operating Margins - Other	1,842,037	1,807,473	(34,564)
26. Generation & Transmission Capital Credits	0	0	0
27. Other Capital Credits & Patronage Dividends	0	12,803	12,803
28. Extraordinary Items	0	0	0
29. Patronage Capital or Margins (21 thru 28)	994,350	2,586,267	1,591,917

RUS Form 7 Income Statement by Month
 ELECTRIC UTILITY FORM 7 FINANCIAL COMPARISON
 GRAPH



Jefferson County PUD No. 1
Water Division
Statement of Operations
As of November 30, 2020

PART A. STATEMENT OF OPERATIONS				
ITEM	YEAR-TO-DATE			THIS MONTH
	LAST YEAR	THIS YEAR	BUDGET	
	(a)	(b)	(c)	
1. Operating Revenue and Patronage Capital	2,423,868	2,424,288	2,423,097	207,523
2. Power Production Expense	209	268	772	0
3. Cost of Purchased Power	3,559	71,597	121,104	10,282
4. Transmission Expense	0	0	0	0
5. Regional Market Operations Expense	0	0	0	0
6. Distribution Expense - Operation	604,828	622,761	1,073,575	52,460
7. Distribution Expense - Maintenance	332,120	323,923	474,170	21,272
8. Consumer Accounts Expense	118,182	195,731	166,158	20,592
9. Customer Service and Informational Expense	293	110	2,059	0
10. Sales Expense	0	0	0	0
11. Administrative and General Expense	609,239	801,827	856,430	74,246
12. Total Operation & Maintenance Expense (2 thru 11)	1,668,430	2,016,217	2,694,268	178,852
13. Depreciation & Amortization Expense	643,184	612,981	249,072	53,684
14. Tax Expense - Property & Gross Receipts	0	0	0	0
15. Tax Expense - Other	116,930	117,719	121,142	9,922
16. Interest on Long-Term Debt	241,212	217,650	171,177	19,253
17. Interest Charged to Construction (Credit)	0	0	0	0
18. Interest Expense - Other	0	0	0	0
19. Other Deductions	0	0	0	0
20. Total Cost of Water Service (12 thru 19)	2,669,756	2,964,567	3,235,659	261,711
21. Patronage Capital & Operating Margins (1 minus 20)	(245,888)	(540,279)	(812,562)	(54,188)
22. Non Operating Margins - Interest	155,831	67,080	135,911	1,477
23. Allowance for Funds Used During Construction	0	0	0	0
24. Income (Loss) from Equity Investments	0	0	0	0
25. Non Operating Margins - Other	726,773	296,324	714,207	16,918
26. Generation & Transmission Capital Credits	0	0	0	0
27. Other Capital Credits & Patronage Dividends	3,650	3,201	0	0
28. Extraordinary Items	0	0	0	0
29. Patronage Capital or Margins (21 thru 28)	640,366	(173,674)	37,556	(35,793)

Jefferson County PUD No. 1
Water Division
Balance Sheet
November 30, 2020

PART B. BALANCE SHEET			
ASSETS AND OTHER DEBITS		LIABILITIES AND OTHER CREDITS	
1. Total Utility Plant in Service	30,849,792	29. Memberships	0
2. Construction Work in Progress	1,159,136	30. Patronage Capital	0
3. Total Utility Plant (1+2)	32,008,928	31. Operating Margins - Prior Years	0
4. Accum. Provision for Depreciation and Amort	12,466,959	32. Operating Margins - Current Year	(540,279)
5. Net Utility Plant (3-4)	19,541,969	33. Non-Operating Margins	366,605
6. Nonutility Property - Net	2,176,434	34. Other Margins & Equities	23,280,752
7. Investment in Subsidiary Companies	0	35. Total Margins & Equities (29 thru 34)	23,107,078
8. Invest. in Assoc. Org. - Patronage Capital	0	36. Long-Term Debt RUS (Net)	0
9. Invest. in Assoc. Org. - Other - General Funds	0	37. Long-Term Debt - Other (Net)	5,704,876
10. Invest in Assoc. Org. - Other - Nongeneral Funds	0	38. Total Long-Term Debt (36 + 37)	5,704,876
11. Investments in Economic Development Projects	0	39. Obligations Under Capital Leases - Non current	0
12. Other Investments	0	40. Accumulated Operating Provisions	0
13. Special Funds	416,371	41. Total Other Noncurrent Liabilities (39+40)	0
14. Total Other Property & Investments (6 thru 13)	2,592,805	42. Notes Payable	933,121
15. Cash-General Funds	103,679	43. Accounts Payable	(2,788,794)
16. Cash-Construction Funds-Trustee	0	44. Consumers Deposits	0
17. Special Deposits	0	45. Current Maturities Long-Term Debt	0
18. Temporary Investments	3,764,308	46. Current Maturities Long-Term Debt-Economic Dev.	0
19. Notes Receivable - Net	0	47. Current Maturities Capital Leases	0
20. Accounts Receivable - Net Sales of Energy	159,723	48. Other Current & Accrued Liabilities	51,409
21. Accounts Receivable - Net Other	676,584	49. Total Current & Accrued Liabilities (42 thru 48)	(1,804,264)
22. Renewable Energy Credits	0	50. Deferred Credits	0
23. Materials & Supplies - Electric and Other	18,330	51. Total Liabilities & Other Credits (35+38+41+49+50)	27,007,690
24. Prepayments	0		
25. Other Current & Accrued Assets	150,292	ESTIMATED CONTRIBUTION-IN-AID-OF-CONSTRUCTION	
26. Total Current & Accrued Assets (15 thru 25)	4,872,916	Balance Beginning of Year	0
27. Deferred Debits	0	Amounts Received This Year (Net)	158,145
28. Total Assets & Other Debits (5+14+26+27)	27,007,690	TOTAL Contributions-In-Aid-Of-Construction	158,145

Equity Ratio **85.56%**
 (Total Margins & Equities/Total Assets & Other Debits) x 100

Long-Term Debt to Total Plant Ratio **17.82%**
 (Long Term Debt/Total Utility Plant) x 100

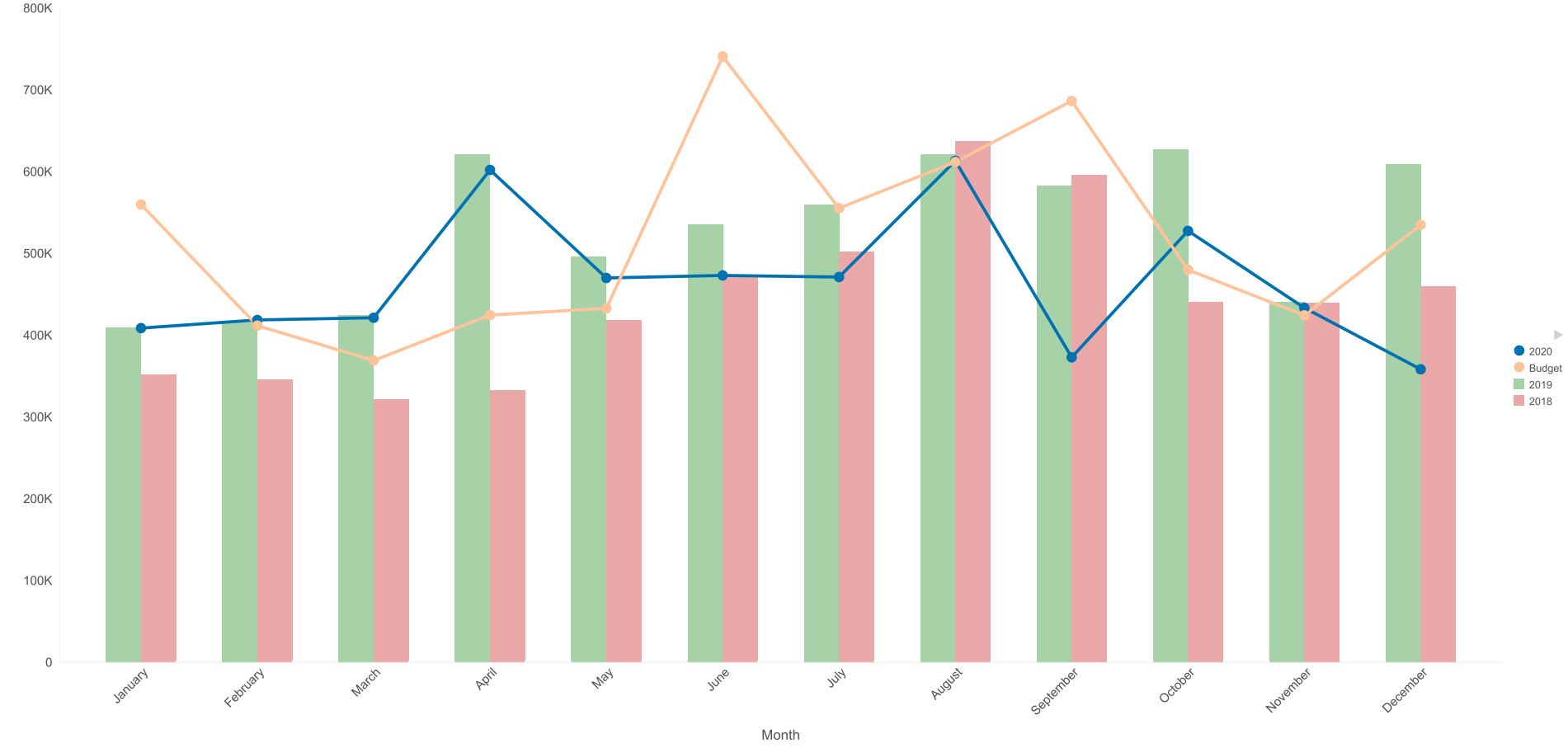
**Jefferson County PUD #1
Water Requirements
As of November 30, 2020**

PART C. WATER REQUIREMENTS DATABASE				
CLASSIFICATION	CONSUMER, SALES, AND REVENUE DATA	NOVEMBER CONSUMERS (b)	AVERAGE CONSUMERS (c)	Monthly Gallons SALES AND REVENUE (d)
1. Unmetered Water Sales	a. No. Consumers Served	13	14	
	b. Gallons Sold			11,800
	c. Revenue			1,536
2. Metered Residential Sales -	a. No. Consumers Served	4,520	4,491	
	b. Gallons Sold			14,811,928
	c. Revenue			159,881
3. Metered Commercial Sales	a. No. Consumers Served	316	316	
	b. Gallons Sold			3,953,398
	c. Revenue			33,101
4. Residential Multi-Family	a. No. Consumers Served	46	46	
	b. Gallons Sold			140,760
	c. Revenue			2,043
5. Metered Bulk Loadings	a. No. Consumers Served	1	1	
	b. Gallons Sold			0
	c. Revenue			29
6. Public Authority	a. No. Consumers Served	5	5	
	b. Gallons Sold			0
	c. Revenue			0
7. Sewer/Drain Field--Residential	a. No. Consumers Served	374	373	
	b. Gallons Sold			0
	c. Revenue			10,118
8. Master Meters	a. No. Consumers Served	22	23	
	b. Gallons Sold			4,278,270
	c. Revenue			0
9. Sales for Resales-Other	a. No. Consumers Served			
	b. Gallons Sold			
	c. Revenue			
10. TOTAL No. of Consumers (lines 1a thru 9a)		5,297	5,269	
11. TOTAL Gallons Sold (lines 1b thru 9b)				23,196,156
12. TOTAL Revenue Received From Sales of Water Gallons (line 1c thru 9c)				206,708
13. Bulk Water Gallons Sold Revenue				
14. Other Water Revenue				815
15. Gallons - Own Use				0
16. TOTAL Gallons Purchased				
17. TOTAL Gallons Produced				23,910,167
18. Cost of Purchases and Generation				10,282

Water Division
Comparison 2020 Budget to 2020 Actuals Year to Date Through NOVEMBER

	2020 Budget NOVEMBER YTD	2020 Actuals NOVEMBER YTD	Variance
1. Operating Revenue and Patronage Capital	2,423,097	2,424,288	1,191
2. Power Production Expense	772	268	(504)
3. Cost of Purchased Power	121,104	71,597	(49,507)
4. Transmission Expense	0	0	0
5. Regional Market Operations Expense	0	0	0
6. Distribution Expense - Operation	1,073,575	622,761	(450,814)
7. Distribution Expense - Maintenance	474,170	323,923	(150,247)
8. Consumer Accounts Expense	166,158	195,731	29,573
9. Customer Service and Informational Expense	2,059	110	(1,949)
10. Sales Expense	0	0	0
11. Administrative and General Expense	856,430	801,827	(54,603)
12. Total Operation & Maintenance Expense (2 thru 11)	2,694,268	2,016,217	(678,051)
13. Depreciation & Amortization Expense	249,072	612,981	363,909
14. Tax Expense - Property & Gross Receipts	0	0	0
15. Tax Expense - Other	121,142	117,719	(3,423)
16. Interest on Long-Term Debt	171,177	217,650	46,473
17. Interest Charged to Construction (Credit)	0	0	0
18. Interest Expense - Other	0	0	0
19. Other Deductions	0	0	0
20. Total Cost of Water Service (12 thru 19)	3,235,659	2,964,567	(271,092)
21. Patronage Capital & Operating Margins (1 minus 20)	(812,562)	(540,279)	272,283
22. Non Operating Margins - Interest	135,911	67,080	(68,831)
23. Allowance for Funds Used During Construction	0	0	0
24. Income (Loss) from Equity Investments	0	0	0
25. Non Operating Margins - Other	714,207	296,324	(417,883)
26. Generation & Transmission Capital Credits	0	0	0
27. Other Capital Credits & Patronage Dividends	0	3,201	3,201
28. Extraordinary Items	0	0	0
29. Patronage Capital or Margins (21 thru 28)	37,556	(173,674)	(211,230)

RUS Form 7 Income Statement by Month
 WATER UTILITY FORM 7 FINANCIAL COMPARISON GRAPH
 2018 - 2020



**Jefferson County PUD No. 1
Cash and Cash Equivalents
As of November 30, 2020**

<u>G/L #</u>	<u>Account Description</u>	<u>Balance</u>	
1 131.11	Operating Depository Account - Bank of America	\$871,945	
2 131.11	1996 Bond LUD #8 - Jefferson Co. Treasurer	75,146	
2 131.10	1996 Bond LUD #6 - Jefferson Co. Treasurer	20,412	
2 131.14	2009 Bond LUD #14 - Jefferson Co. Treasurer	7,896	Restricted
1 135.21	Working Funds - Petty Cash and CSR Drawers	1,850	
1 131.12	Operating Account - Jefferson Co. Treasurer	806	
2 135.21	Cash Held in Trust by Property Manager	150	
2 131.15	2008 Bond LUD #15 - Jefferson Co. Treasurer	68	Restricted
1 131.16	Payroll Clearing Account - 1st Security Bank	3	
2 131.12	1999 Bond LUD #11 - Jefferson Co. Treasurer	4	Restricted
2 131.13	1997 Bond LUD #13 - Jefferson Co. Treasurer	3	Restricted
TOTAL LINE 15. BALANCE SHEET-CASH-GENERAL FUNDS		\$978,283	
1 136.10	Operating Account Related Investment - Jefferson Co. Treasurer	\$3,707,135	
1 136.16	Tax Revenue Fund - Jefferson Co. Treasurer	3,072,545	
2 136.14	LUD #14 Bond Investment - Jefferson Co. Treasurer	2,523,451	Restricted
1 136.17	Tax Revenue Investment Fund - Jefferson Co. Treasurer	1,925,000	
2 136.16	Tax Revenue Fund - Jefferson Co. Treasurer	643,795	
2 136.15	LUD #15 Bond Investment - Jefferson Co. Treasurer	542,228	Restricted
2 136.12	LUD #11 Bond Investment - Jefferson Co. Treasurer	33,085	Restricted
2 136.13	LUD #13 Bond Investment - Jefferson Co. Treasurer	21,748	Restricted
2 136.17	Tax Revenue Investment Fund - Jefferson Co. Treasurer	0	
TOTAL LINE 18. BALANCE SHEET-TEMPORARY INVESTMENTS		\$12,468,987	
2 126.51	LUD #11 Water Reserve Investment Fund - Jefferson Co. Treasurer	\$234,931	Restricted
2 126.31	Tri Area Bond Reserve Investment Fund - Jefferson Co. Treasurer	181,375	Restricted
1 128.00	Other Special Funds	47,200	Restricted
1 125.10	RUS Bond Reserve Fund - Jefferson Co. Treasurer	267	
2 126.41	LUD #11 Water Reserve Fund - Jefferson Co. Treasurer	30	Restricted
2 126.21	Tri Area Bond Reserve Fund - Jefferson Co. Treasurer	23	Restricted
2 126.13	LUD #13 Reserve Fund - Jefferson Co. Treasurer	13	Restricted
1 125.11	RUS Bond Reserve Investment Fund - Jefferson Co. Treasurer	0	
TOTAL LINE 13. BALANCE SHEET-RESTRICTED FUNDS		\$463,839	
RESTRICTED CASH BALANCE--NOVEMBER 2020		\$3,592,055	
NON-RESTRICTED CASH BALANCE--NOVEMBER 2020		\$10,319,054	
TOTAL CASH AND CASH EQUIVALENTS IN BANK--NOVEMBER 2020		\$13,911,109	
TOTAL CASH AND CASH EQUIVALENTS IN BANK--OCTOBER 2020		\$13,855,004	
Change in Bank Balance		\$56,105	

January 5, 2021

PUD Calendar

January 5, 2021, Regular BOC Meeting, 5:00pm per WEBEX

**January 12, 2021, Special Meeting, 10:00am-12:00pm, Budget Review of 2020
and 2021**

January 13, 14 and 15 WPUA Association Meetings

January 26, 2021, Special Meeting, 10:00am-12:00pm, TBD ?



AGENDA REPORT

DATE: January 5, 2021

TO: **Board of Commissioners**

FROM: Kevin Streett

RE: Citizen's Advisory Board

How the CAB looked in 2020:

- ☒ The last meeting that the CAB held was in February of 2020.
- ☒ Each monthly meeting after February 2020 was canceled.
- ☒ The CAB decided not to meet, even virtually.
- ☒ There were discussions at BOC meetings on how to proceed with the CAB.
- ☒ There was an idea to include CAB/BOC in a joint Special meeting.

Discussion for with CAB in 2021:

- ☒ Ideas of going forward
- ☒ Quarterly meetings, or bi-monthly or monthly
- ☒ All assignments come directly from the BOC to CAB
- ☒ Review and revise CAB Resolution 2018-015
- ☒ New appointment for Dist. 3
- ☒ New elections for CAB members



AGENDA REPORT

DATE: 01/05/2021

TO: **Board of Commissioners**

FROM: Kevin Streett

RE: Special Meeting Schedule and Frequency

SUMMARY: Staff is requesting the Board of Commissioners commit to a set schedule of no more than 3 meeting per month in the first quarter of 2021.

BACKGROUND: During the last two quarters of 2020, the BOC met 4 times a month, 2 regular BOC meetings and 2 special meetings. This schedule was needed to get through many pressing issues, and much was accomplished.

ANALYSIS: Limiting meetings of the BOC to 3 times per month will allow staff additional time needed to work on other goals and projects set by the BOC. Special meetings are proposed to be scheduled once a month. Special Meetings would be held in workshop format beginning at 10 am, which works best for presenting consultants and advisors. Regularly scheduled BOC meetings could be modified to include the occasional workshop or presentation at the beginning of the meeting.

FISCAL: There is no financial impact on the PUD

RECOMMENDATIONS: Staff recommends the board adopt a motion to limit meetings to 3 times per month for the first quarter of 2021.



AGENDA REPORT

DATE: January 5, 2021

TO: Jefferson PUD Board of Commissioners

FROM: Kevin Streett, General Manager
Jean Hall, Services Director

RE: Water Leak Adjustment Policy Discussion

A review of the current water leak adjustment policy. Customer Service Policy section 10.3.3 attached.

Any billing adjustment for a period greater than two (2) years shall require an action by the Board of Commissioners.

Adjustments will be made by way of a credit to the utility bill unless another adjustment method is approved by the affected utility department. The District reserves all defenses, offsets, and claims allowable in contract or law for any claimed overbilling or account errors.

10.3.3 – Water Leak Adjustments

Customers who experience a high bill due to a water leak may be eligible for an adjustment on their water bill. The Customer will be responsible for all charges on the account until such time as an adjustment is granted and applied to the account. Customer Service will offer alternative payment arrangements until such time as the leak adjustment is either processed or denied. Once the estimated loss is calculated, the Customer will pay the first-tier water consumption rate for the lost water. The customer will also be responsible for paying a one-time processing fee as specified in section 14.3.14 of this policy.

To qualify for a leak adjustment the following criteria must be met:

- The leak must be in excess of ten thousand (10,000) gallons greater than the Customer's average monthly usage for the most recent three (3) years during the same time period.
- The Customer must not have been granted a leak adjustment for the same service location within the most recent twenty-four (24) months.
- The leak must have been repaired within 10 days of discovery. An extension of this deadline may be considered based on extenuating circumstance.

Leaks that are not eligible for a billing adjustment may include, but are not limited to the following:

- Commercial accounts
- Irrigation pipe leaks
- Leaks that are the result of owner negligence
- Leak of which the Customer should have been aware
 - Pipes or equipment that are in plain sight
 - Leaking toilet

The Customer will be required to provide proof of the leak. Proof may include, but is not limited to the following:

- Invoice from a plumber or contractor
- Parts receipt
- Photo of the repair and location of the leak
- Onsite verification by a PUD water crew
- Should all of the qualifications be met, and the adjustment is approved by the Manager or his/her designee, then staff will enter a policy adjustment on the Customer's water account.



AGENDA REPORT

DATE: January 5, 2021

TO: **Board of Commissioners**

FROM: Kevin Streett

RE: Disclosure of Conflict of Interest

SUMMARY:

Annually, the PUD's Governance Policy No. 6 requires the Board of Commissioners to publicly disclose any conflicts of interest as defined in **RCW.42.23.010**.

RCW 42.23 prohibits Commissioners from using their positions to secure special privileges or special exemptions for themselves or others, and from entering into certain defined contracts or having other personal financial interests with the District. It provides as follows:

“It is the purpose and intent of this chapter to revise and make uniform the laws of this state concerning the transaction of business by municipal officers, as defined in chapter 268, Laws of 1961, in conflict with the proper performance of their duties in the public interest; and to promote the efficiency of local government by prohibiting certain instances and areas of conflict while at the same time sanctioning, under sufficient controls, certain other instances and areas of conflict wherein the private interest of the municipal officer is deemed to be only remote,..”

The following outlines the four main areas for prohibited conflicts of interest for Commissioners:

1. A Commissioner may not use their position to secure special privileges or exemptions for themselves or others;

2. A Commissioner may not give, receive, or agree to receive, directly or indirectly, any compensation, gift, reward, or gratuity from a source except the employing municipality, for a matter connected with or related to the officer's services as such an officer;
3. A Commissioner may not accept employment or engage in business or professional activity that they might reasonably expect would require or induce them by reason of their official position to disclose confidential information acquired by reason of their official position; or
4. A Commissioner may not disclose confidential information gained by reason of their position, nor may they otherwise use such information for their personal gain or benefit.

For any further questions please consult with Joel Paisner, who will be at the regular meeting.

- a) Commission members shall conduct themselves in accordance with all laws. The State of Washington has adopted a “Code of Ethics” that applies to all municipal officers, codified under RCW 42.23. The declared purpose of the Code of Ethics is to make uniform the laws of the State concerning the transaction of business by municipal officers in conflict with the proper performance of their duties in the public interest, and to promote the efficiency of local government by prohibiting certain instances and areas of conflict while at the same time sanctioning, under sufficient controls, certain other instances and areas of conflict.
- b) Commission members are strictly prohibited by law from entering into or engaging in any activity defined by RCW 42.23 as a conflict of interest with their official duties as a Jefferson County PUD NO.1 Commissioner.
- c) On an annual basis and in a public forum, each Commissioner shall acknowledge their obligation to disclose any conflicts of interest as defined in RCW 42.23.
- d) On a case by case basis, each Commission member will disclose to the other Commission members, in a public forum, any remote conflicts of interest as defined under RCW 42.23. Disclosure will be noted in the District’s official minutes which are public record. A Commissioner with such remote interest will not participate in any discussion and/or debate concerning such interest, will not vote on the matter, and will do nothing to influence any other Commissioner concerning their decision on the matter.
- e) Commission members will adhere to the Jefferson County PUD NO.1 Code of Ethics adopted by the Commission, and shall conduct themselves with civility and respect at all times with one another, with staff, and with members of the public.
- f) Commission members will adhere to the Jefferson County PUD NO.1 policy on appropriate use of District Resources.
- g) Commission members will become familiar with their individual and joint obligations pertaining to the District’s directive on reporting alleged improper governmental action, including actions required of the Commission regarding employee complaints of alleged improper governmental actions and/or employee claims of retaliation for reporting alleged improper governmental actions.
- h) Commission members understand that all letters, memoranda and/or interactive computer or electronic information (including e-mail), the subject of which relates to the

conduct of the District or the performance of any District function, are public records and may also be subject to disclosure under the Washington Public Records Act. Any such public records shall be provided to the Public Records Officer for inclusion in the District's records management program.



AGENDA REPORT

DATE: January 5, 2021
TO: Board of Commissioners
FROM: Kevin Streett
RE: Membership Associations

SUMMARY: Staff listed names to memberships

BACKGROUND: Listed below are the memberships BOC belong to.

Membership Association	BOC Participation	Annual Dues Amount
1. Washington PUD Association WPUDA	Jeff Randall Ken Collins (Board) Dan Toepper	\$ 72,180.00
2. Northwest Public Power Association NWPPA	Jeff Randall Ken Collins Dan Toepper	\$17,614.00
3. Northwest Open Access Network NOANET	Ken Collins	\$0
4. Public Power Council PPC	(Rotate) Jeff Randall Dan Toepper Ken Collins	\$20,375.00
5. Energy Northwest	Ken Collins	\$0
6. NRECA	Dan Toepper Jeff Randall Ken Collins	\$30,473.00
7. Jefferson County Infrastructure Advisory Committee	Dan Toepper	\$0
8. Public Utility Risk Management Services PURMS	Ken Collins	\$0
9. North Olympic Development Council	Jeff Randall	\$800.00

NODC		
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10. American Public Power Association APPA	?	\$11,076.00
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AGENDA REPORT

DATE: January 5, 2021

TO: **Board of Commissioners**

FROM: Kevin Streett, General Manager and Melanie Patterson, HR Director

RE: Laborers Contract

The current collective bargaining agreement with Laborers Local 252 ends on December 31, 2020. Staff is requesting approval for the 2021-2024 contract effective January 1, 2021.

Attachments: Jefferson County PUD – Laborers CBA Proposal 2021-2024

LABOR AGREEMENT

BY AND BETWEEN

JEFFERSON COUNTY PUBLIC UTILITY DISTRICT #1

AND

LABORERS LOCAL NO. 252

**Affiliated with the Laborers International Union of North America, AFL-CIO
January 1, 2021- December 31, 2024**

PREAMBLE

The provisions contained herein shall constitute an agreement between Public Utility District #1 of Jefferson County herein referred to as “Employer,” and Laborers Local No. 252, affiliated with the Laborers International Union of North America, AFL-CIO, herein referred to as “union,” governing the wages, hours and other conditions of employment for the bargaining unit employees.

ARTICLE 1 – SCOPE OF AGREEMENT

- 1.01 This Agreement shall apply to employees of Public Utility District #1 of Jefferson County and to all employees engaged in Clerical, Production, Maintenance and Construction of Utility Systems and office work in accordance with the Public Employment Relations Commission certification in Case 9674-E-92-1543 and 13246-E-97-2206. This Agreement excludes management (District Manager), and professional. Water Resource Manager). This Agreement takes precedence in any conflict with the PUD Employee Manual.
- 1.02 It shall not be a violation of the agreement for the District to contract out grounds maintenance or utility locates.

ARTICLE 2 – RECOGNITION, UNION SECURITY, EMPLOYMENT

- 2.01 Recognition: The Employer recognizes the Union as the exclusive collective bargain agent for all employee categories covered in Article 1 while working in bargaining unit classifications.**
- 2.02 The Employer agrees to notify the Union within five (5) working days when new employees are hired.**
- 2.03 The right of non-association of an employee based on bona fide religious tenets or teaching of a church or a religious body of which such public employee is a member shall be protected at all times and such public employee shall contribute an amount equivalent to regular union dues and initiation fees to a non-religious charity mutually agreed upon by the employee affected and the Union in accordance with R.C.W.41.56.122. The employee shall provide proof to the Union of such contribution. Should the employee and the Union fail to reach an agreement upon the charity, the Public Employment Relations Commission shall designate the charity.**
- 2.04 The Union agrees that it will, upon the request of the Employer, refer experienced applicants, when available, to the Employer for interview to fill opening in the classifications covered by this Agreement.**
- 2.05 The Employer retains the right to reject any job applicant. The Employer agrees to notify the Union in writing of any former employee not eligible for rehire, within fourteen (14) calendar days, Saturdays and Sundays included.**
- 2.06 In addition to the employers current direct hire capability, the employer may also request additional employees by name from Laborer local 252's out of work registry that the requested employee is registered on.**
- 2.07 The Union agrees that it will not discriminate against non-union employees when making referrals to the Employer, and the Employer agrees that it will not discriminate against Union members in selecting job applicants referred to it by the Union.**
- 2.08 The Employer may request any former unemployed employee by name and the union shall refer such employee.**
- 2.09 The Employer will, within two (2) days of hiring or terminating an employee, provide to the Union the name, address, social security number, date of hire, classification and rate of pay of such employee.**

- 2.10 Upon written authorization of an employee, the Employer shall deduct monthly dues and assessments from the salary of such employee and shall transmit by the fifteenth of the following month such amount to the Union, and will withhold any other specified portion of an employee's salary as authorized in writing by the employee.

The Union shall hold the Employer harmless against any claims brought against the Employer by an employee arising out of the Employer making a good faith effort to comply with this Section.

The employee shall be allowed to withdraw from automatic payroll deduction of Union dues with sixty (60) days' notice per the authorization, in writing, to the Employer and Union.

ARTICLE 3 – NON-DISCRIMINATION

- 3.01 The Employer and the Union agree that neither will discriminate against any employee by reasons of race, color, age, sex, sexual orientation, gender identity, marital status, religion, pregnancy, ancestry or national origin, genetic information, military or veteran status, the presence of any sensory, mental or physical disability, or any other basis prohibited by law, unless based on a bona fide occupational qualification reasonably necessary to the normal operation of the Employer.
- 3.02 Whenever words denoting the feminine or masculine gender are used in this agreement, they are intended to apply equally to either gender.

ARTICLE 4 – SHOP STEWARD, UNION REPRESENTATIVE

- 4.01 The employer recognizes the necessity of a union shop steward to represent the employees of the bargaining unit. The Employer agrees and understands that the steward is not a representative of the Union, but of the employees of the bargaining unit of PUD #1. The Employer agrees that it will not discriminate against the designated shop steward in the terms of work assignments, overtime, layoff or disciplinary measures.

- 4.02 The Union Business Representative shall have access to the Employer's place of work, provided it does not interfere with production or cause employees to neglect their work.

ARTICLE 5 – SENIORITY

- 5.01 A new employee shall serve a probationary period of nine (9) months. An employee discharged during this nine-month period has no recourse through or to the grievance and arbitration provisions herein.
- 5.02 Any new employees hired to fill the position of Water Distribution Manager (WD.) will begin initial employment as an Operator in Training (OIT) at the applicable wage rate. The employee will remain in the OIT position for a period of up to nine (9) months or until:
- A. Obtained a WD. Certificate
 - B. Has learned the systems and the operations of the Employer

Promotion to the WD. Position prior to the completion of nine (9) months will be at the sole discretion of the Employer. Promotion to WD. After nine (9) months will be automatic if WD. certificate is obtained and the probation period has been successfully completed.

If, at the end of nine (9) months as an OIT, an employee has not obtained a WD. certificate, the manager may continue the employee in the OIT position for an additional six (6) months to allow the employee time to secure the WD. certificate. An employee who is unable to obtain a WD. certificate within fifteen (15) months after employment as an OIT will be terminated.

- 5.03 For seniority purposes, an employee's date of seniority begins on the first day of employment in a bargaining unit classification.

ARTICLE 6 – OVERTIME

6.01 All work performed in excess of eight (8) hours in one day or in excess of forty (40) hours in one week shall be paid at one and one-half (1 ½) the employee's regular straight time rate of pay.

All work performed on Saturday, Sunday and recognized holidays shall be paid at two (2) times the employee's regular straight time rate of pay.

Overtime shall be paid in increments of no less than fifteen (15) minutes.

Overtime work required for maintenance and repairs and office personnel required to support maintenance and repairs will be divided among qualified employees within that job classification in an equitable manner.

6.02 Compensatory time may be accrued in lieu of overtime pay at the discretion of the employee with prior approval of the Employer. Compensatory time will be accrued at the applicable overtime rate.

Compensatory time shall be taken or paid in fifteen (15) minute increments. The maximum amount of compensatory time which may be accrued is forty (40) hours.

All scheduling of compensatory time off shall be mutually agreed to by the employee and the manager.

ARTICLE 7 – VACATION

7.01 Employees on the payroll as of December 31, 2016, and who do not elect to convert to a PTO accrual will earn vacation at the following rates:

<u>Years of Employment</u>	<u>Vacation Days</u>
0 through 3	13
4 through 15	20
16 through 20	22
21 and succeeding	26

Part-time employees will earn vacation at the following rates:

<u>Years of Employment</u>	<u>Vacation Hours earned</u>
0 through 3 years	1 hour for every 20 hours worked
4 through 15	1 hour for every 13 hours worked

16 through 20
21 and succeeding

1 hour for every 12 hours worked
1 hour for every 10 hours worked

Although vacation leave begins accruing on the first day of employment, an employee must complete one year of employment before being eligible to take vacation.

7.02 For vacation leave of three (3) or more consecutive days, the employee will submit a request to the supervisor at least seven (7) days in advance of the planned vacation leave, for less than three (3) days, the employee will submit a request to the supervisor at least two (2) days in advance. Emergencies will be handled on an individual basis by the Manager. Vacation may be used in fifteen (15) minute increments.

7.03 After completion of the first year of employment, any accrued vacation will be paid to an employee who is laid off, resigns or is discharged.

Cash payment for any accrued vacation due will be provided in the employee's final paycheck.

7.04 An employee may have no more than forty-five (45) vacation days accumulated on January 1 of each year.

ARTICLE 8 – HOLIDAYS

8.01 Each eligible employee shall receive a full day's pay at the straight time rate for the following holidays:

New Year's Day
Veteran's Day
Presidents' Day
Memorial Day
Fourth of July

Labor Day
MLK Day
Thanksgiving Day
The Day After Thanksgiving
Christmas Day

8.02 Holidays occurring during an employee's absence on leave shall receive a full day's pay at the employee's regular rate of pay.

8.03 Employees required to work on one of the designated holidays shall be compensated at the rate of two times (2) the regular straight time pay for all hours worked plus eight hours at their regular rate of pay for the holiday

- 8.04 Each employee is entitled to two Floating Holidays to be taken during the calendar year. New employees, however, must complete six (6) months of service before they are entitled to the second floating holiday. Employees who fail to use their Floating Holiday(s) during the year it is applicable to shall forfeit one or both Floating Holidays depending on the number of actual unutilized days
- 8.05 Effective January 1, 2022, each employee is entitled to one additional floating holiday above and beyond Article 8.04 after five (5) years of service to be taken during the calendar year.
- 8.06 Effective January 1, 2022, each employee is entitled to one additional floating holiday above and beyond Article 8.05 after ten (10) years of service to be taken during the calendar year.

Holidays which fall on Saturday will be observed on Friday; holidays which fall on Sunday will be observed on Monday.

- 8.07 Part time permanent employees working a regular schedule shall have the following prorated holiday pay schedule at their regular pay rate

<u>Regular scheduled days</u>	<u>Holiday pay received</u>
Four (4) days worked	80% of eight hours pay
Three (3) days worked	60% of eight hours pay
Two (2) days worked	40% of eight hours pay
One (1) day worked	No holiday pay

- 8.08 Part time permanent employees whose regular work schedule fall on a holiday, and who are not otherwise required to work, shall be paid a full eight hours of pay in lieu of working on the holiday and in lieu of any other pay.
- 8.09 Any permanent part time employee required to work on a holiday shall be compensated at two times (2) their regular rate of pay for all hours worked plus eight hours at their regular rate of pay.

ARTICLE 9 — SICK LEAVE

- 9.01 “Normal hourly compensation” shall be determined in the following manner:
 - 1) The hourly rate of pay established for the position for which the employee occupies as determined by the collective bargaining agreement pay schedule, or, if greater,
 - 2) The rate of pay as provided for by the collective bargaining agreement when both parties

have committed to the work hours and type of work (i.e. live sewage work) prior to the employee calling in sick.

9.02 Employees on the payroll as of December 31, 2016, and who do not elect to convert to a PTO accrual will earn sick leave at the rate of 3.39 hours for every eighty (80) hours worked. Only eighty eight (88) hours per calendar year can be earned. Sick leave may be used in quarter hour increments for:

- a) an absence resulting from the employee's own mental or physical illness, injury or health condition;
- b) to accommodate the employee's need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition,
- c) an employee's need for preventative medical care;
- d) the employee to provide care for a family member with a mental or physical illness, injury or health condition;
- e) the employee to provide care of a family member who needs medical diagnosis, care or treatment of a mental or physical illness, injury or health condition;
- f) the employee to care for a family member who needs medical preventative care;
- g) closure of the District or your child's school or place of care by order of a public official for any health-related reason;
- h) absences that qualify for leave under the state's Domestic Violence Leave Act; or
- i) any other use of sick leave shall be as prescribed by law or as set forth in 9.03 herein.

"Family member" for this section is defined as

- a) a child including biological, adopted, foster, step or for whom the employee
- b) stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status,
- c) A parent including biological, adopted, de facto, foster, step or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child,
- d) a spouse or registered domestic partner,
- e) a grandparent;
- f) a grandchild, or
- g) sibling.

9.03 Upon termination the employee will receive a lump sum payment for up to 90 days accrued sick leave at 10 percent of individual's normal rate of pay. Additionally, for accrued sick leave in excess of 90 days the PUD will apply the amount in excess of 90 days (calculated at 100% of the individual's hourly base rate of pay) towards the employee's HRA VEBA account.

9.04 Up to three (3) days of sick leave may be used for the death or funeral of a member of the employee's immediate family. Immediate family is defined as parent, parent-in-law, spouse, child, brother or sister.

9.05 Employees shall be eligible for Family and Medical Leave (FMLA) as defined in Federal statutory requirements.

9.06 Reasonable Notice

If the need for sick leave pay is foreseeable and is for three (3) or more consecutive days, the employee will submit a request to the supervisor at least seven (7) business days in advance of the planned leave, for less than three (3) days, the employee will submit a request to the supervisor at least two (2) business days in advance. If the need for sick leave is not foreseeable, the employee will report his/her absence to his or her supervisor no later than the beginning of the scheduled work day. In all cases, an employee must report the reason for his/her absence to his or her supervisor, with sufficient information to verify the leave fits within one of the criteria outlined above, and the anticipated date of return. Additional disclosure may be required for FMLA or ADA leave that is running concurrently with sick leave. The employee shall keep his/her supervisor informed of his/her status daily, unless other arrangements have been made.

9.07 Doctor's Note

If an employee is seeking to use or has used paid sick leave for authorized purposes for more than three (3) consecutive working days, the employee may be required to provide verification that establishes or confirms that the use of paid sick leave is for an authorized purpose, as described above. Such verification must be provided within ten (10) calendar days or as early as practicable. The District may require additional verification if the absence persists beyond the time frame outlined in the initial confirmation. If an employee anticipates that the requirement will result in an unreasonable burden or expense, the employee may be permitted to provide an oral or written explanation to Human Resources. Within ten (10) calendar days, of the employee providing an explanation about the existence of an unreasonable burden or expense, the District will make a reasonable effort to identify and provide alternatives for the employee to meet the verification requirements.

9.08 Reinstatement of Employment

If an employee leaves employment and is rehired within 12 months of separation, any accrued, unused paid sick leave, less any cashed out or paid into HRA VEBA under 9.02 above, will be credited to the employee in the form of Paid Time Off (PTO) at a 33% ratio, that is each three hours of available sick leave is converted to one hour of PTO, unless a greater conversion rate is required by law.

ARTICLE 10 PAID TIME OFF (PTO)

10.01 Employees hired on or after January 1, 2017, and employees on the payroll as of December 31, 2016, who elect to convert to PTO in accordance with 10.13 of this

article, will receive paid time off (PTO) rather than sick and vacation leave as provided for in Articles 7 and 9 of this contract.

10.02 A Personal Leave Program will be instituted in recognition of the need for paid time off for rest and recreation, illness, injury, child care, bereavement, personal business or any other approved absence from work on a paid leave status, except to the extent Worker’s Compensation, Occupational Disability Allowance, Short Term Disability Plan, or Long Term Disability Plan provisions, provide otherwise. Regular, part-time employees shall accrue PTO on a pro-rata basis. Any conflict between this Policy and the Washington state paid sick leave law will be decided according to such law.

10.03 Except while receiving occupational disability allowance, or in a leave without pay status, each eligible employee shall accrue PTO as follows:

Years of Service	<u>Days per year accrual rate*</u>	Years of Service	<u>Days per year accrual rate*</u>	Years of Service	<u>Days per year accrual rate*</u>
During the 1st yr.	20	During the 8th yr.	27	During the 15th yr.	32
During the 2nd yr.	20	During the 9th yr.	27	During the 16th yr.	32
During the 3rd yr.	20	During the 10th yr.	27	During the 17th yr.	33
During the 4th yr.	21	During the 11th yr.	28	During the 18th yr.	34
During the 5th yr.	22	During the 12th yr.	29	During the 19th yr.	35
During the 6th yr.	25	During the 13th yr.	30	During the 20th yr.	35
During the 7th yr.	26	During the 14th yr.	31	Thereafter	35

* "Day" for the purposes of this section means eight (8) hours

10.04 Use of PTO shall be conditioned upon operational needs of the District and approval of the General Manager or designee. Approval of the unplanned use of PTO shall be sought as early as practicable. All other use of PTO shall be scheduled such that advance approval is sought at least twice as early as the length of the requested leave (e.g., one week's leave would require at least two weeks' notice). The District shall respond to the request within five (5) working days. It is the intention that leave be granted upon shorter notice for emergencies, death, illness or serious accident in the immediate family. Unplanned use of PTO so frequent as to interfere with job

performance or District operations shall subject the employee to possible disciplinary action, regardless of the cause for such unplanned use. Medical releases may be requested by the District prior to an employee's return to work.

10.04.01 Use of PTO in accordance with the Washington paid sick leave law includes:

- j. an absence resulting from the employee's own mental or physical illness, injury or health condition;
- k. to accommodate the employee's need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition,
- l. an employee's need for preventative medical care;
- m. the employee to provide care for a family member with a mental or physical illness, injury or health condition;
- n. the employee to provide care of a family member who needs medical diagnosis, care or treatment of a mental or physical illness, injury or health condition;
- o. the employee to care for a family member who needs preventative medical care;
- p. closure of the District or your child's school or place of care by order of a public official for any health-related reason; or
- q. absences that qualify for leave under the state's Domestic Violence Leave Act.

10.04.02 "Family member" for this section is defined as

- g. a child including biological, adopted, foster, step or for whom the employee stands in loco parentis, is a legal guardian, or is a de facto parent, regardless of age or dependency status,
- h. A parent including biological, adopted, de facto, foster, step or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child,
- i. a spouse or registered domestic partner,
- j. a grandparent,
- k. a grandchild, or
- l. a sibling.

10.04.03 Unplanned use of PTO so frequent as to interfere with job performance or District operations shall subject the employee to possible disciplinary action, regardless of the cause for such unplanned use.

10.04.04 If an employee is seeking to use or has used PTO for authorized purposes in accordance with the Washington paid sick leave law for more than three (3) consecutive working days, the employee may be required to provide

verification that establishes or confirms that the use of PTO is for an authorized purpose under the law, as described above. Such verification must be provided within ten (10) calendar days or as early as practicable. The District may require additional verification if the absence persists beyond the time frame outlined in the initial confirmation. If an employee anticipates that the requirement will result in an unreasonable burden or expense, the employee may be permitted to provide an oral or written explanation to Human Resources. Within ten (10) calendar days, of the employee providing an explanation about the existence of an unreasonable burden or expense, the District will make a reasonable effort to identify and provide alternatives for the employee to meet the verification requirements.

- 10.04.05 Medical releases may be requested by the District prior to an employee's return to work.
- 10.05 PTO accrual for each regular employee shall commence from the first date of his last employment. After the first year of employment, each employee must use a minimum of ten (10) days PTO per year. Failure to use such ten (10) days PTO shall result in forfeiture of any unused portion each year unless such failure is the result of occupational disability or extended illness.
- 10.06 The maximum accumulation (carry over) of PTO for any regular employee by the end of each posting on or near January 1st of each year shall be sixty-three (63) days (504 hours) and any PTO in excess of the sixty-three (63) days (504 hours) shall be forfeited. This maximum will be pro-rated for part-time employees.
- 10.07 In case of the death of any employee, all accumulated earned PTO will be paid to the employee's surviving spouse or estate.
- 10.08 Any request for PTO of over thirty (30) days may be rejected by the District if at least six months' notice is not given, and then only dependent upon the District's work schedule.
- 10.09 The District shall not be required to permit more than one employee from any work classification to be on PTO at the same time.
- 10.10 Any employee who has accumulated PTO as herein provided and who terminates his employment with the District after giving the District two weeks advance notice of his intention to quit, shall receive his accrued PTO pay; provided it is in conformance with the provisions contained herein.
- 10.11 Any employee who enlists or is inducted into the armed services of our country shall

be paid for the PTO he has accrued to-date to the date he leaves the employ of the District.

- 10.12 Regular, full-time employees of the District shall be allowed to convert a portion of their PTO to cash at the end of December of each calendar year, provided the following guidelines are met:
- A. An employee must use a minimum of fifteen (15) days scheduled PTO annually prior to any conversion.
 - B. After use or conversion, a minimum of sixty-three (63) days (504 hours) of accrued PTO must remain in the employee's accrual account at the end of December of each calendar year.
- 10.13 Employees will be covered under the Washington State Paid Family and Medical Leave (PFML) program (PFML) in accordance with RCW 50A.
- a. Jefferson County PUD No. 1 will pay the entire employer's portion due under the Paid Family and Medical Leave Act
 - b. Each employee will pay their own portion of the PFMLA payment
- 10.14 Recognizing that there are existing employees who have been under the vacation/sick pay program, the PUD offers the following conversion formula: Accrued unused vacation time converts to PTO on a one to one ratio. Accrued unused sick leave converts at a 33% ratio, that is each 3 hours of accrued sick leave converts to one hour of PTO. Employees on the payroll as of December 31, 2016, will have the option to convert to PTO one time per year for each year of the contract. Employees wishing to make the conversion to PTO must notify human resources no later than March 31, of the year they wish to convert. Conversions will be calculated based upon accrual balances as of end of the workweek in which March 31 falls, and reflected in the next available paycheck following March 31. This conversion section will also apply to an employee who remains an employee of the PUD and moves to a different bargaining or non-union work group covered by PTO.
- 10.15 In recognition of the fact of extended illness or injury, there is established a Short-Term Disability (STD) benefit for those employees on the PTO accrual system as set forth below:
- A. Employees who are unable to work for forty (40) consecutive regularly scheduled hours because of their non-work related illness or injury, as certified by licensed, competent medical authority, shall receive seventy percent (70%) of their regular straight time base pay from the forty-first (41st) regularly scheduled hour of their inability to work until they either recover and return to work or have been on short-term disability for 180 calendar days, whichever is earlier. Accrued PTO may be used to make up the difference between the STD benefit payment and 100% of gross, straight-time pay.

- B. Return to work from coverage by the Short-Term Disability benefit is conditioned upon certification by licensed, competent medical authority that the employee is able to fully perform the duties of the job or capable of performing the duties of a light duty job within the bargaining unit's scope of work as proposed by the PUD and is otherwise fit to return to work.
- C. An employee who returns to work from coverage by the Short-Term Disability benefit and works less than thirty (30) calendar days because of a relapse as certified by a licensed, competent medical authority, may return to coverage by the Short Term Disability benefit immediately upon such relapse.
- D. Any employee who returns to work, full time with no restrictions, from coverage under the Short-Term Disability benefit and is required to attend recovery or follow-up doctor appointments related to the same illness or injury within ninety (90) calendar days of the first day of return may include these appointments under coverage by the Short Term Disability benefit as described without having to revisit the forty (40) hour waiting period.
- E. PTO will be accrued at a rate of 70% of the normal rate as shown under Section 10.03 while covered by the Short-Term Disability benefit, provided that when an employee uses the PTO option to make up all, or a portion of, the difference between the Short-Term Disability benefit payment and 100% of gross straight-time pay, PTO will then be accrued at the total rate between 70% and 100%. All other benefits will continue to accrue at the normal rates.
- F. An employee that has returned to work without restrictions and is unable to work for forty (40) consecutive regularly scheduled hours because of a separate, unrelated illness or injury certified by a licensed competent medical authority, shall be eligible for a new one hundred eighty (180) day period of Short-Term Disability leave.
- G. Any PTO accrual remaining at the end of the 180 days of STD will be available for use by the employee in accordance with the PTO use provisions of this agreement.
- H. Once all STD and PTO coverage has been exhausted and, according to the prognosis received from a certified medical doctor, an employee will be able to return to their previous position with the District at full capability, or the employee may request leave of absence status.

ARTICLE 11 JURY, WITNESS DUTY

- 11.01 Civil leave shall be allowed to permit an employee to serve as a member of a jury or to appear as a subpoenaed witness before a court or grand jury.

- 11.02 An employee shall receive his/her regular pay during a period of civil leave. The employee will keep any compensation or reimbursement received for jury service.

Employees will promptly inform the Employer when notified of a jury duty or witness summons and will cooperate in requesting a postponement of service if warranted by business demands. If selected to be on a jury, employee-requested schedule changes will be approved, to accommodate jury duty service. If employees are released from jury duty and there are more than four (4) hours remaining on their work shift, they may be required to return to work.

ARTICLE 12 – WORK STOPPAGES

- 12.01 During the term of this Agreement, there shall be no lockout by the Employer and no strike, slow down or work stoppages by the employees, the Union or representative of the Union.

ARTICLE 13 – GRIEVANCES

- 13.01 Employees are encouraged to resolve any work conflict through discussion with the Employer. Management will attempt to resolve a conflict in accordance with the Employer's employee manual.
- 13.02 An employee who has a grievance, dispute or difference regarding any term of this Agreement shall discuss it with his/her supervisor within ten (10) business days of incident occurrence. At the employee's request, the shop steward or Union Representative may be present for this discussion.
- 13.03 If the matter is not resolved at the discussion stage, the employee shall present the grievance in writing to the Union Representative within ten (10) days business of the discussion.
- 13.04 The Union Representative will meet with the PUD Manager within fourteen (14) business days. If the matter is not resolved within that fourteen-day period by the Union and PUD Manager, the Union Representative will submit the grievance to the PUD Board of Commissioners within ten (10) business days.
- 13.05 If a settlement is not reached at a regularly scheduled Commissioners' meeting within thirty (30) business days of the grievance being submitted to the Commission, the Union may submit the grievance to arbitration.

13.06 The arbitrator shall be chosen by the Employer and the Union and, in the event of their inability to agree upon an arbitrator, the Employer or the Union may request a list of seven (7) names from the Federal Mediation and Conciliation Service. Upon the receipt of such list of arbitrators, the parties shall select an arbitrator by alternately striking names from the list. The arbitrator shall render his/her decision within thirty (30) business days following the close of the hearing. The costs shall be shared equally between the Employer and the Union.

13.07 In the event a dispute is settled or determined at any stage in the grievance procedure, such settlement or determination shall be binding upon all parties and persons affected thereby.

ARTICLE 14 – HEALTH AND SAFETY

14.01 The Employer and the Union agree that they will cooperate in the enforcement of health and safety standards, and the rules that may be established by the Employer in compliance with DOSH or other statutory regulation. The Employer agrees to provide all the appropriate safety and protective equipment such as, but not limited to, rain gear, eye protection and hearing protection.

The Employer will provide work boots and/or work clothing which will have an annual cap of not to exceed three hundred (\$300.00). If this annual cap is to be exceeded it must be approved by the PUD Manager. This allowance is to provide for damaged boots and clothing while working for the Employer. The employee will provide receipts and damaged boots or clothing for reimbursement if requested by the employer. This shall not apply to office employees unless boots and non-traditional office attire are required in the fulfillment of the employee's job responsibility. To be reimbursed for the allowance, the employee must submit receipts within forty-five (45) calendar days of purchase.

ARTICLE 15 – PAY DAYS

15.01 Pay days shall be every other Friday for the period Monday through Sunday. Paychecks will be handed out no later than Noon on Friday.

15.02 Upon separation of employment employees shall receive their final paycheck on the next regular payday.

- 15.03 An accounting of accumulated vacation, sick leave and compensatory time will be furnished to the employee at the end of each pay period.
- 15.04 The union is willing to meet and discuss any need for changes to this payday schedule. Any changes to Article 15 Pay Days, must be ratified by the bargaining unit so long as mutual agreement be reached by the Union and the PUD.

ARTICLE 16 – STAND BY

- 16.01 The Employer shall assign qualified employees to standby on a rotating basis for a period of seven (7) consecutive days.
- 16.02 Employees on standby will be compensated with one (1) hour of compensatory time for everyday of standby time. Such compensatory day(s) shall be taken, with the current work load being taken into account. The employee may choose to be paid out for these compensatory hours. Pay out of Compensatory Standby time will be based on the employees current straight time rate of pay. Standby compensatory time will be used at the earliest possible time. Compensatory time shall be taken or paid in fifteen (15) minute increments. The maximum amount of compensatory Stand By time which may be accrued is forty (40) hours.
- 16.03 Employees on standby are considered to be in working status and subject to the Employer's employment policies, including but not limited to, policies on drug and alcohol use.

ARTICLE 17 – CALL OUTS

- 17.01 Employees who are called to work outside their regular shift shall receive a minimum of two (2) hours pay at two (2) times their regular straight time rate of pay. Time worked will be computed portal to portal from the employee's residence.
- 17.02 Call out shall be defined as when an employee is contacted to come into work by phone, pager or other such electronic device after the employee has completed his/her scheduled shift. Or anytime an employee is to report to work by above mentioned method to work hours other than the scheduled shift.

ARTICLE 18 – HOURS OF WORK

18.01 The normal work day will be eight (8) hours which excludes a third (30) minute lunch period on the employee's own time. The starting time will be between 7:00a.m. and 8:30a.m. , at the managers discretion. In situations where a business necessity exists that requires work to start outside the designated stating times, the Employer and the Union will work to determine mutually acceptable language.

18.02 When existing conditions render it desirable to temporarily change the work day, such change shall be made by agreement between the Employer and the Union representative or Union steward.

When the operation of the Tri-Area water treatment plant requires six and/or seven day operation Employer may set a schedule for operation on Saturday and/or Sunday without overtime with the approval of the Union.

The Employer may establish a four-day week, ten-hour a day schedule with the approval of the Union.

All scheduled shifts shall have successive days of work and days off. There will be no split or divided shifts.

18.03 Should the office hours of the Employer change, the parties shall meet and adjust the above hours as needed.

18.04 On occasion non-standard workweeks may be established for employee and/or employer safety during a Pandemic similar to COVID-19 (Coronaviurs) and/or WA State or National state of emergency to meet business or personal requirements. In such case the employer and the union will. Discuss the need for these changes a must reach mutual agreement prior to implanting such temporary or long term changes to the workweek.

The employer shall provide three (3) days written notice to the Union prior to starting or ending a non-standard workweek. Including name of employee, start and end of shift and whether they are working from home or on site.

During this time the start of shift and end of shift may be altered form those listed in ARTICLE 17.01 to meet those requested by the employee and agreed upon by the Union and Employer.

Holidays are to be paid as an eight (8) hour day regardless of the "scheduled" hours for that day. The employee has the option of using comp or vacation

time to cover the rest of the “scheduled” hours. Floating Holiday would be paid as an eight (8) hour day.

- 18.05 Rest Breaks: The Employer shall provide each employee with a fifteen (15) minute paid rest break during the first four (4) hour period of the work day, and a second fifteen (15) minute paid rest break during the second four (4) hour period of the day. The employee shall remain within the area.

ARTICLE 19
SCHEDULE A WAGE MATRIX
RATES AND CLASSIFICATIONS
Minimum Wage Rates
SEE MATRIX IN BACK OF CONTRACT

1. A process for job advancement will be developed in a Labor Management process involving the Union and the Employer. This process will be mutually agreed to prior to implementation, and will clearly define the progression pathway for advancement from one position to another as position become available or are added.

Wage increase for the life of the contract are reflected in the attached pay matrix.

- 19.01 Longevity is time of employment, not time in grade.

- 19.02 Special Duty Pay:

Employees who are required to work in live sewage shall be compensated two (2) dollars per hour in addition to their regular rate of pay for all sewage time worked. Employees will also be compensated at the higher rate for one (1) hour of clean-up time following such sewage work. This Special Duty Pay is not inclusive of the septic operation positions routine system checks.

The Employer will pay for any inoculations deemed necessary when working in live sewage. It shall be the responsibility of the employee to insure that the inoculations are up to date.

The Employer will provide any protective clothing or equipment necessary for employees to work in live sewage.

- 19.03 All employees subject to this Agreement shall be provided health coverage by and through the Northwest Laborers-Employers Health & Security Trust Fund. The

Employer shall make the necessary contributions to the Trust Fund or to the applicable local jointly administered health and security plan on behalf of the employees and their dependents. The Employer shall maintain such coverage for the life of the Agreement.

- 19.04 Effective with paychecks issued March 10, 2017, the Employer will pay 95% of the premium amount required by the Laborers Trust to maintain insurance coverage for the employee and the employee's eligible dependents. The employee will pay 5% of the premium.
- 19.05 The Employer acknowledges receipt of a copy of the Trust Agreement governing the Trust Fund and agrees to be bound by such Trust Agreement adopted. The Employer further agrees to accept as its representatives the current Employer Trustees and their lawfully appointed successors.
- 19.06 The cost as of January 1, 2021 is \$ \$870.00 per employee per month.
- 19.07 Employees may purchase additional life insurance (Dependent, AD&D, Long Term Disability) through the PUD plan at the Employees expense.
- 19.08 VEBA or HRA will be offered to employees effective January 1, 2021. Contributions by the PUD for any approved program will be \$40 per employee per month beginning January 1, 2021. Effective January 1, 2022, the PUD will contribute \$50 per month.
- 19.09 The bargaining unit may as a group diverts additional funding from future wage increases into this program
- 19.10 Employees who have and maintain an Electrical and/or Plumbing license shall be paid four (4) dollars over their regular rate of pay (including overtime) for all hours actually doing work requiring one of the above listed licenses. Employees shall be paid three (3) dollars over their regular wage rate for the operation of equipment like Backhoe, Trucks requiring CDL, Excavator, Dozier, and Loader.
- Example: Employee would be paid for 3 hour of an 8 hour day at the upscale rate if he only spent 3 hours doing work requiring an electrical license.
- 19.11 All Federal and State CDL Requirements shall be followed by both the employee and the Employer.
- 19.12 The employer will pay for any required professional license renewals which are related to the Employers business.

19.13 Outside Work:

The Utility does not encourage employees to hold second jobs, or have an active interest in outside enterprises though it does not object to their doing so provided the following conditions are met:

- A. The individual employee does not become so tired in working the second job as to be more likely to cause or be susceptible to industrial accidents while performing Utility functions
- B. The individual employee's attendance or efficiency in Utility employment is not reduced
- C. The second job does not compete with work performed by the Utility, or with a business with whom the Utility wishes to maintain a close and harmonious relationship; and should present no conflict of interest or any appearance of a conflict of interest with the work of the Utility
- D. No part of the second job will be performed during the hours that an employee is working for the Utility
- E. The Utility Manager may authorize an employee to perform outside work or use any professional licenses or certification obtain while working for and maintained by the PUD with respect to a., b., c., d. listed above. Both the request by the Employee and the authorization by the Employer will be in writing

19.14 Effective with paychecks on or after April 1, 2017, the District will provide a 457 deferred compensation program through DRS (State Department of Retirement Systems). The employee may contribute up to a maximum of 7% of his/her gross wages (straight time, overtime, special duty pay and call time) and the district will match at the rate of \$.50 for each dollar the employee contributes up to a maximum of 3.5%. Any amount contributed by the employee beyond the maximum of 7% will not be matched. Effective January 1 2022, the PUD will match the first 8% of wages to the 457 savings plan per check at the rate of \$.50 per each employee's one dollar up to a maximum of 4%. Any amount contributed by the employee beyond the maximum of 4% will not be matched.

The total annual contribution under the 457 deferred compensation program, including District match, will be limited by the IRS and DRS regulations.

ARTICLE 20 – SPECIAL CONDITIONS

20.01 In regard to the use of a contract employee to take minutes at regular or special called commissioner meetings. The scope of work as described above shall remain as bargaining unit work.

The PUD agrees that if any regularly qualified employed employee wants that work they will assign the minutes recording to that employee, with current work load taken into consideration and managers approval, for a period of not less than six months.

The Union agrees that the contract employee will not be required to join the union.

The PUD agrees that the contract employee will not perform any work at the PUD offices other than that of recording the minutes.

ARTICLE 21 – MUTUAL COMMITMENTS

21.01 In the spirit of cooperation, both the Employer and the Union observe that the interest of all parties will best be achieved if the Employer provides adequate facilities, staffing and equipment with work place practices that provide fair treatment and conditions for all employees working under this Agreement. In return, those employees are expected to conduct themselves in a responsible, safe and effective manner.

ARTICLE 22 – SEVERABILITY

22.01 If an article of this Agreement or any addenda thereto is held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with, or enforcement of, any article is restrained by such tribunal, the remainder of this Agreement and addenda shall not be affected thereby, and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement for such article.

ARTICLE 23 – RIGHTS OF MANAGEMENT

23.01 The Employer reserves the right to recruit, hire, promote and/or transfer members to positions within the utility; to discipline and/or discharge employees for just cause; to relieve employees from duties because of lack of funds or lack of work; to determine methods, means, and personnel necessary for utility operations; to control the Utility budget; to perform all other functions not specifically limited by this agreement.

23.02 Reduction in personnel in article 23 section 23.01 does not waive the union's right to represent all categories' in this Collective Bargaining Agreement.

ARTICLE 24 – ENTIRE AGREEMENT

24.01 The Agreement expressed herein in writing constitutes the entire Agreement between the parties, and no oral statement shall add to or supersede any of its provisions.

24.02 In case of any merger or consolidation by Public Utility District 1 with another water district, water supplier, waste water treatment, provider either party shall have the right to reopen this Agreement for the negotiation of any additional or affected bargaining unit positions which may result from such merger or consolidation.

ARTICLE 25 – SUBORDINATION OF AGREEMENT

25.01 It is understood that the parties hereto are governed by the provisions of applicable Federal law and State law. When any provisions thereof are in conflict with or are different from the provisions of this Agreement, the provisions of said Federal or State law are paramount and shall prevail.

ARTICLE 26 – TERM OF AGREEMENT

26.01 Upon the execution by both parties, this Agreement shall become effective January 1, 2021, and shall remain in effect through December 31, 2024.

26.02 Negotiations on proposed amendments to this Agreement may be held at any time by mutual agreement of the Union and Employer. Any such negotiations shall be restricted to the subjects agreed upon in advance in writing and shall not, therefore, open all subjects to negotiation.

26.03 The Union or the Employer shall submit notice of intent to negotiate modifications to this Agreement at least ninety (90) days prior to expiration of the current Collective Bargaining Agreement. Both the Union and the Employer pledge to bargain and negotiate in good faith.

26.04 Not Withstanding the provision of 26.01, in the event negotiations for a new agreement extend beyond the anniversary date of this Agreement, all of the terms and provisions of the Agreement shall continue to remain in full force and effect during the course of collective bargaining until such time as the terms of a new Agreement have been consummated.

SIGNED this _____ day of _____, 2020.

Laborers' Local No. 252

Affiliated with Laborers'
International Union of
North America, AFL-CIO

Field Representative
Chuck Moe

**Jefferson County Public
Utility District #1, WA.**

Commissioner District 1

Commissioner District 2

Commissioner District 3

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APPENDIX A
DEFINITION OF TERMINOLOGY IN THE AGREEMENT

1. Summer/Temporary Positions

The District at its discretion may hire summer/temporary help to work in the summer months (June through August) to supplement the maintenance work force provided that no more than one summer/temporary person is hired for each two (2) district employees unless there is agreement of the parties to change the ratio. Prior to implementing a summer employment program for summer/temporary help, the District shall meet with the Union to discuss the planned activities and shall agree on the work to be performed by the summer/temporary help. The District shall be responsible to assure that there is appropriate supervision of summer/temporary help by regular maintenance employees. A maximum of three (3) summer/temporary help to be employed at the ratio mentioned.

The Union recognizes that the PUD may begin special programs that use employees classed by PERS as “Project Employees”. The Union agrees these employees will be exempt from the bargaining unit for up to 17 months. If employees work more than 17 months in the same program and employees working in that program shall be considered as part of the bargaining unit and subject to all terms and conditions as set forth in the agreement.

2. Laborer – Permanent or Permanent Part-time Position.

This position will cover the following areas of work; mowing, weed eaters, painting, chain sawing, brush removal, pick and shovel, maintenance around well sites, waste water sites, meter boxes, and any other facility maintained or operated by the District, and other tasks as the Manager may assign.

3. Flagging

For the position of flaggers / traffic control duties it shall be agreed that at such a time that the PUD hires full or part time employees engaged in the activities associated with flagging / traffic control will be the jurisdiction of the Laborers Local 252.

4. OIT – Permanent Position – Operator in Training.

This position applies to employees who are in training for water or waste water certified position. This job requires the employees to perform on site work as well as record keeping and such other tasks as the Manager may assign. The employee should attain the required certification within one (1) year.

5. WDM I – Permanent Position – Water Distribution Manager I.

To supervise and perform construction and maintenance of the District’s water and wastewater systems in a manner that facilitates the economical use of personnel, vehicles, equipment and materials. Perform activities associated with the operation of the systems to ensure reliable, efficient and safe service for the customers. Other duties as assigned by the District Manager. May supervise the OIT position.

6. WDM II & III – Permanent Position – Water Distribution Manager II & III

To supervise, organize, schedule and perform the work required to accomplish construction and maintenance of the District’s water and wastewater systems. Perform operations activities to facilitate maximum continuity of services, efficient operation of the systems and economical use of personnel, vehicles, equipment and materials to ensure reliable, efficient and safe services for customers. Develop, maintain and monitor DOH/DOE required programs for the operation of water and wastewater systems (e.g. cross-connections, wellhead protection, system maintenance records, pumping records). Read meters and perform other duties as assigned by the District Manager. Shall maintain the appropriate State certification for the position held and may supervise the OIT position.

7. WTPO I, II, III – Permanent Position – Water Treatment Plant Operator III

To supervise, organize, schedule and perform the work required to accomplish construction and maintenance of the District’s water systems. Perform operations activities to facilitate maximum continuity of services, efficient controls of treatment plant machines and equipment to purify and clarify water for human consumption and for industrial use: Operates and controls electric motors, pumps, and valves to regulate flow of raw water into treating plant. Dumps specified amounts of chemicals, such as chlorine, ammonia, and lime into water or adjusts automatic devices that admit specified amounts of chemicals into tanks to disinfect, deodorize, and clarify water. Starts agitators to mix chemicals and allows impurities to settle to bottom of tank. Turns valves to regulate water through filter beds to remove impurities. Pumps purified water into water mains. Monitors panel board and adjusts controls to regulate flow rates, loss of head pressure and water elevation, and distribution of water. Cleans tanks and filter beds, using back washing (reverse flow of water). Repairs and lubricates machines and equipment, using hand tools and power tools. Tests water samples to determine acidity, color, and impurities, using colorimeter, turbid meter, and conductivity meter. Adds chemicals such, as alum into tanks to coagulate impurities and to reduce acidity. Records data, such as residual content of chemicals, water turbidity, and water pressure. May operate portable water-purification plant to supply drinking water. Read meters and perform other duties as assigned by the District Manager. Shall maintain the appropriate State certification for the position held and may supervise the OIT position.

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8. Utility Accountant – Permanent Position

Coordinate, test, and implement changes to maintain customer database, accounting and meter software. Examines, verifies and posts accounting actions and ensures the accuracy of data. Must know accounting systems and company procedures. Post actions to journals, assigns codes, reviews and compares journal and computer entries. Performs tasks necessary to process accounts payable (A/P), payroll (P/R), manage district accounts receivable (A/R) and is responsible for all aspects of utility billing. Adjusts complaints. Perform other duties as assigned by the District Manager.

9. Administrative Clerk – Permanent Position

Compiles and maintains records of business transactions and office activities, performs a variety of clerical duties. Copies data and compiles reports, tabulates and posts data in record books. Records orders for merchandise or services. Receives, counts and pays out cash. Prepares, issues and sends out receipts, bills, policies, invoices, statements and checks. Adjusts complaints. Opens and routes incoming mail, answers correspondence and prepares outgoing mail. Performs other duties as assigned by the District Manager.

10. Customer Service Program Specialist

Oversee the daily management of the Jefferson County PUD Low Income Rate Reduction Program. Assist customers with completing application materials for utility rate reductions. Process rate reduction applications and verify income eligibility of the Rate Reduction Program. Assist customers with extended payment arrangements, medical necessity claims, and moratorium requests. Act as a liaison between the PUD and local assistance agencies. Provide prompt, courteous and reliable customer service.

10. Receptionist – Permanent or Part-Time Position

Receives clients or customers, ascertains their needs and directs them to the appropriate department or individual. May make appointments and answer inquires. May perform routine clerical or typing or other duties as assigned by the District Manager.

11. Temporary Employee

Any employee who fills a position eligible as a temporary position under PERS. Examples of temporary employees would include, but not be limited to, High School/College vacation period help.

12. Permanent Part-Time Employee

Any employee who fills a position eligible as a permanent position under PERS, and works less than forty (40) hours per week as a regular schedule. Examples of permanent part-time employees would include, but not limited to, weekend only emergency response personnel & periodic specialized testing/monitoring personnel (shared employee)

13. PERS – Public Employees Retirement System of Washington State.

14. Project Employee-Defined by PERS as exempt from their retirement System.

15. Crew Leader Pay.

Crew Leader pay is in addition to the employee's regular hourly rate of pay provided for in Article 19. Crew Leader pay shall only be applicable when the employee is specifically assigned crew leader responsibilities by the employee's supervisor. An employee must be in charge of five (5) or more employees to qualify for Crew Leader pay. Employees who wish not to perform this additional responsibility will be allowed to decline and/or resign. Crew Leaders will be responsible for approving leave requests, scheduling staff, directing the work flow of the crew, monitoring performance, recommending disciplinary action to the manager, and drafting and assisting in the delivery of the employee's performance review.

16. Lead Worker Pay.

Lead Worker pay is in addition to the employee's regular hourly rate of pay provided for in Article 19. Lead Worker pay shall only be applicable when the employee is specifically assigned lead responsibilities by the employee's supervisor. An employee must be in charge of two (2) to four (4) employees to qualify for Lead Worker pay. Employees who wish not to perform this additional responsibility will be allowed to decline and/or resign. Lead Workers will be responsible for approving leave requests, directing the work flow of the crew, monitoring performance, bringing performance issues to the attention of the manager and drafting and assisting in the delivery of the employee's performance review.

17. WDM or Lead Water Workers may facilitate work order and dispatch field personnel as needed.

Additional definitions that are agreed upon in this contract will be included in this section and the section shall be renumbered to be an efficient working Article.

NW Laborers Wages		2020	2021	2022	2023	2024
COLA	Service		4.00%	3.50%	3.50%	3.25%
Laborer	0-4yrs	\$16.84	\$17.51	\$18.12	\$18.76	\$19.37
Laborer	5+years	\$18.42	\$19.16	\$19.83	\$20.52	\$21.19
OIT-MR	0-4yrs	\$19.95	\$20.75	\$21.48	\$22.23	\$22.95
OIT-MR	5+years	\$21.55	\$22.41	\$23.19	\$24.01	\$24.79
WTPO-I	0-4yrs	\$28.09	\$29.21	\$30.23	\$31.29	\$32.31
WTPO-I	5+years	\$29.86	\$31.05	\$32.14	\$33.26	\$34.34
WTPO-II	0-4yrs	\$29.86	\$31.05	\$32.14	\$33.26	\$34.34
WTPO-II	5-9yrs	\$33.05	\$34.37	\$35.57	\$36.82	\$38.01
WTPO-II	10-14yrs	\$34.67	\$36.06	\$37.32	\$38.63	\$39.88
WTPO-II	15-19yrs	\$35.42	\$36.84	\$38.13	\$39.46	\$40.75
WTPO-II	20+yrs	\$36.18	\$37.63	\$38.95	\$40.31	\$41.62
WTPO-III	0-4yrs	\$33.05	\$34.37	\$35.57	\$36.82	\$38.01
WTPO-III	5-9yrs	\$34.67	\$36.06	\$37.32	\$38.63	\$39.88
WTPO-III	10-14yrs	\$36.10	\$37.54	\$38.85	\$40.21	\$41.52
WTPO-III	15-19yrs	\$36.84	\$38.31	\$39.65	\$41.04	\$42.37
WTPO-III	20+yrs	\$37.61	\$39.11	\$40.48	\$41.90	\$43.26
WWTPO-I	0-4yrs	\$28.09	\$29.21	\$30.23	\$31.29	\$32.31
WWTPO-I	5+years	\$29.86	\$31.05	\$32.14	\$33.26	\$34.34
WWTPO-II	0-4yrs	\$29.86	\$31.05	\$32.14	\$33.26	\$34.34
WWTPO-II	5-9yrs	\$33.05	\$34.37	\$35.57	\$36.82	\$38.01
WWTPO-II	10-14yrs	\$34.67	\$36.06	\$37.32	\$38.63	\$39.88
WWTPO-II	15-19yrs	\$35.42	\$36.84	\$38.13	\$39.46	\$40.75
WWTPO-II	20+yrs	\$36.18	\$37.63	\$38.95	\$40.31	\$41.62
WWTPO-III	0-4yrs	\$33.05	\$34.37	\$35.57	\$36.82	\$38.01
WWTPO-III	5-9yrs	\$34.67	\$36.06	\$37.32	\$38.63	\$39.88
WWTPO-III	10-14yrs	\$36.10	\$37.54	\$38.85	\$40.21	\$41.52
WWTPO-III	15-19yrs	\$36.84	\$38.31	\$39.65	\$41.04	\$42.37
WWTPO-III	20+yrs	\$37.61	\$39.11	\$40.48	\$41.90	\$43.26
WDM-I	0-4yrs	\$26.66	\$27.73	\$28.70	\$29.71	\$30.67
WDM-I	5+years	\$28.47	\$29.61	\$30.65	\$31.72	\$32.75
WDM-II	0-4yrs	\$28.47	\$29.61	\$30.65	\$31.72	\$32.75
WDM-II	5-9yrs	\$30.91	\$32.15	\$33.28	\$34.44	\$35.56
WDM-II	10-14yrs	\$31.76	\$33.03	\$34.19	\$35.38	\$36.53
WDM-II	15-19yrs	\$32.49	\$33.79	\$34.97	\$36.20	\$37.37
WDM-II	20+yrs	\$33.24	\$34.57	\$35.78	\$37.03	\$38.24
WDM-III	0-4yrs	\$30.91	\$32.15	\$33.28	\$34.44	\$35.56
WDM-III	5-9yrs	\$32.14	\$33.43	\$34.60	\$35.81	\$36.97
WDM-III	10-14yrs	\$33.04	\$34.36	\$35.56	\$36.81	\$38.00
WDM-III	15-19yrs	\$33.76	\$35.11	\$36.34	\$37.61	\$38.83

WDM-III	20+yrs	\$34.49	\$35.87	\$37.13	\$38.42	\$39.67
Certified Septic Inspector-I	0-4yrs	\$25.79	\$26.82	\$27.76	\$28.73	\$29.66
Certified Septic Inspector-I	5+years	\$27.54	\$28.64	\$29.64	\$30.67	\$31.66
Certified Septic Inspector-II	0-4yrs	\$26.36	\$27.41	\$28.37	\$29.36	\$30.31
Certified Septic Inspector-II	5-9yrs	\$28.61	\$29.75	\$30.79	\$31.86	\$32.90
		2020	2021	2022	2023	2024
Certified Septic Inspector-II	10-14yrs	\$30.60	\$31.82	\$32.93	\$34.08	\$35.19
Certified Septic Inspector-II	15-19yrs	\$31.30	\$32.55	\$33.69	\$34.87	\$36.00
Certified Septic Inspector-II	20+yrs	\$32.03	\$33.31	\$34.48	\$35.68	\$36.84
Customer Service Representative	1 st 6 months	\$17.97	\$18.69	\$19.34	\$20.02	\$20.67
+50cents	2 nd 6 months	\$18.47	\$19.21	\$19.88	\$20.58	\$21.25
+50cents	3 rd 6 months	\$18.97	\$19.73	\$20.42	\$21.13	\$21.82
+50cents	4 th 6 months	\$19.47	\$20.25	\$20.96	\$21.69	\$22.40
+50cents	5 th 6 months	\$19.97	\$20.77	\$21.50	\$22.25	\$22.97
+50cents	6 th 6 months	\$20.47	\$21.29	\$22.04	\$22.81	\$23.55
+50cents	After 36 mos.	\$20.97	\$21.81	\$22.57	\$23.36	\$24.12
2%	5-9yrs	\$21.39	\$22.25	\$23.03	\$23.83	\$24.61
2%	10-14yrs	\$21.82	\$22.69	\$23.48	\$24.31	\$25.10
2%	15-19yrs	\$22.26	\$23.15	\$23.96	\$24.80	\$25.60
2%	20+yrs	\$22.70	\$23.61	\$24.44	\$25.29	\$26.11
Customer Service Coordinator	0-4yrs	\$24.45	\$25.43	\$26.32	\$27.24	\$28.13
2%	5-9yrs	\$24.94	\$25.94	\$26.85	\$27.79	\$28.69
2%	10-14yrs	\$25.44	\$26.46	\$27.39	\$28.34	\$29.27
2%	15-19yrs	\$25.95	\$26.99	\$27.93	\$28.91	\$29.85
2%	20+yrs	\$26.47	\$27.53	\$28.49	\$29.49	\$30.45
Utility Billing Clerk	1 st 6 months	\$21.21	\$22.06	\$22.83	\$23.63	\$24.40
+50cents	2 nd 6 months	\$21.71	\$22.58	\$23.37	\$24.19	\$24.97
+50cents	3 rd 6 months	\$22.21	\$23.10	\$23.91	\$24.75	\$25.55
+50cents	4 th 6 months	\$22.71	\$23.62	\$24.45	\$25.30	\$26.12
+50cents	5 th 6 months	\$23.21	\$24.14	\$24.98	\$25.86	\$26.70
+50cents	6 th 6 months	\$23.71	\$24.66	\$25.52	\$26.42	\$27.27
+50cents	After 36 mos.	\$24.21	\$25.18	\$26.06	\$26.97	\$27.85
2%	5-9yrs	\$24.69	\$25.68	\$26.58	\$27.51	\$28.40
2%	10-14yrs	\$25.19	\$26.20	\$27.12	\$28.07	\$28.98
2%	15-19yrs	\$25.69	\$26.72	\$27.66	\$28.62	\$29.55
2%	20+yrs	\$26.21	\$27.26	\$28.21	\$29.20	\$30.15
Utility Billing Coordinator	0-4yrs	\$28.18	\$29.31	\$30.34	\$31.40	\$32.42
2%	5-9yrs	\$28.74	\$29.89	\$30.94	\$32.02	\$33.06
2%	10-14yrs	\$29.31	\$30.48	\$31.55	\$32.65	\$33.71
2%	15-19yrs	\$29.90	\$31.10	\$32.19	\$33.32	\$34.40
2%	20+yrs	\$30.50	\$31.72	\$32.83	\$33.98	\$35.08
Acct Tech-I	0-4yrs	\$22.57	\$23.47	\$24.29	\$25.14	\$25.96
Acct Tech-I	5+years	\$22.79	\$23.70	\$24.53	\$25.39	\$26.21
Acct Tech-II	0-4yrs	\$25.18	\$26.19	\$27.11	\$28.06	\$28.97
Acct Tech-II	5-9yrs	\$25.44	\$26.46	\$27.39	\$28.34	\$29.27

Acct Tech-II	10-14yrs	\$25.69	\$26.72	\$27.66	\$28.62	\$29.55
Acct Tech-II	15-19yrs	\$25.95	\$26.99	\$27.93	\$28.91	\$29.85
Acct Tech-II	20+yrs	\$26.20	\$27.25	\$28.20	\$29.19	\$30.14
Acct Tech-III	0-4yrs	\$27.81	\$28.92	\$29.93	\$30.98	\$31.99
Acct Tech-III	5-9yrs	\$28.09	\$29.21	\$30.23	\$31.29	\$32.31
Acct Tech-III	10-14yrs	\$28.37	\$29.50	\$30.53	\$31.60	\$32.63
		2020	2021	2022	2023	2024
Acct Tech-III	15-19yrs	\$28.65	\$29.80	\$30.84	\$31.92	\$32.96
Acct Tech-III	20+yrs	\$28.94	\$30.10	\$31.15	\$32.24	\$33.29
Utility Accountant I	0-4yrs	\$26.64	\$27.71	\$28.68	\$29.68	\$30.65
Utility Accountant I	5+years	\$26.90	\$27.98	\$28.96	\$29.97	\$30.95
Utility Accountant II	0-4yrs	\$29.16	\$30.33	\$31.39	\$32.49	\$33.55
Utility Accountant II	5-9yrs	\$29.45	\$30.63	\$31.70	\$32.81	\$33.88
Utility Accountant II	10-14yrs	\$29.75	\$30.94	\$32.02	\$33.14	\$34.22
Utility Accountant II	15-19yrs	\$30.06	\$31.26	\$32.35	\$33.49	\$34.57
Utility Accountant II	20+yrs	\$30.35	\$31.56	\$32.66	\$33.81	\$34.91
Utility Accountant III	0-4yrs	\$31.69	\$32.96	\$34.11	\$35.31	\$36.46
Utility Accountant III	5-9yrs	\$32.00	\$33.28	\$34.44	\$35.65	\$36.81
Utility Accountant III	10-14yrs	\$32.33	\$33.62	\$34.80	\$36.01	\$37.19
Utility Accountant III	15-19yrs	\$32.65	\$33.96	\$35.15	\$36.38	\$37.56
Utility Accountant III	20+yrs	\$32.98	\$34.30	\$35.50	\$36.74	\$37.94
Water "Crew Leader"			\$3/hr	\$3/hr	\$3/hr	\$3/hr
CSR "Crew Leader"			\$2/hr	\$2/hr	\$2/hr	\$2/hr
"Lead Worker"			\$2/hr	\$2/hr	\$2/hr	\$2/hr
Live Sewage			\$2/hr	\$2/hr	\$2/hr	\$2/hr
Electrical/Plumbing License			\$4/hr	\$4/hr	\$4/hr	\$4/hr
Operation of Equipment			\$3/hr	\$3/hr	\$3/hr	\$3/hr



AGENDA REPORT

DATE: 01/05/2021

TO: **Board of Commissioners**

FROM: Kevin Streett, Scott Bancroft

RE: Afterhours Call Out Fee \$250

SUMMARY: Staff requests that the Board of Commissioners consider adopting an afterhours call out fee of \$250 for outage responses that turn out to be customer-side issues, and not the responsibility of the PUD.

BACKGROUND: The PUD receives many afterhours outage calls that turn out to be on the customer side of the meter, which are the responsibility of the customer to repair. Because we have not charged customers a fee, many calls without first checking their side of the system, or claim to check without having done so. Recently we received outage calls for what turned out to be alarm system malfunctions on commercial properties. The property manager does not live on site or even in the county and calls the PUD without any prior inspection. This costs the PUD time and money that we currently have no way to recoup or disincentivize.

FISCAL IMPACT: The \$250 call out fee will be added to the customer's monthly bill and will help recoup some of the costs associated with this type of outage response. Once customers know there will be a charge associated to the call, it will help deter them from calling without performing their own inspection of the system.

RECOMMENDATIONS: Staff recommends the adoption of the afterhours call out fee of \$250 for all outage responses that are on the customers side of the meter, which is the customers responsibility.