

**Minutes of the Regular Meeting of the Okanogan County
Public Utility District Board of Commissioners**

**Okanogan PUD Auditorium
1331 2nd Avenue North, Okanogan, WA
June 12, 2007
11:00 AM**

Present: Board: David Womack, Ernest Bolz, Trish Butler
Staff: Doug Adams, Don Coppock, Dan Boettger, Derek Miller,
Tom Pearson, Warren Miller, Jeff Deason, Nick Christoph,
Debra Peters, Steve Brown, Julie Pyper
Workshop: Tina DeLap
Attorney: Michael Howe
Public: Jeremy Pratt, John Robinson – Entrix, Inc.
Chris Thew – The Chronicle

Summary Agenda

- I. Call to Order
- II. Workshop
- III. Business Meeting
 - 1. Approval of Agenda
 - 2. Consent Agenda Items
 - A. Minutes
 - B. Vouchers
 - C. Work Orders
- IV. Public Comment
- V. Action Agenda
 - 1. Large Hydro Relicensing
 - 2. Professional Services Agreement for LiDAR Mapping Services
 - 3. Set Commission Meeting Schedule
 - 4. Manager’s Report
 - 5. Meetings
- VI. Executive Session
- VII. Adjournment

I. Call to Order:

President Womack called the meeting to order at 11:00 a.m.

II. Workshop:

A Governance Policy of the Okanogan PUD Commission was discussed during the workshop period.

III. Business Meeting:

1. Approval of Agenda:

The discussion on power supply was removed from the agenda.

Commissioner Butler moved, seconded by Commissioner Bolz, to approve the agenda as amended. The motion carried unanimously.

2. Consent Agenda Items:

A. Minutes:

The Minutes of the May 29, 2007 regular meeting were submitted for approval.

B. Vouchers:

The following vouchers were submitted for approval:

Vouchers 97281 through 97345 in the amount of \$684,893.63, vouchers 64, 99 and 97346 through 97366 in the amount of \$234,308.97, and vouchers 97367 through 97474 in the amount of \$718,812.12.

C. Work Orders:

The following work orders were submitted for approval:

07-0002	District, Vin Mar Ln.	\$ 3,083.00
07-0221	Tom Grandsen, 1486 N. Star Rd.	5,838.00
07-0288	District, Conconully City Sewer Lift Station	1,928.00
07-0242	John Wiseman, 380 Keystone Rd.	6,699.00
07-0265	Marian Warner, 8 Shellrock Dr.	1,441.00
07-0270	Erickson Construction, Black Rd.	4,145.00
07-0272	Avcon LLC, Wild Cat Ridge off Alder Creek Rd.	11,127.00
07-0278	Gerald Visser, Keystone Rd.	<u>7,953.00</u>
		<u>\$42,214.00</u>

Commissioner Bolz moved, seconded by Commissioner Butler, to approve the consent agenda. The motion carried unanimously.

IV. Public Comment:

No public comments were offered.

New employee introductions included Ryan Lafferty, Distribution Engineer, and Nick Christoph, Environmental Coordinator.

V. Action Agenda:

1. Large Hydro Relicensing:

Jeremy Pratt and John Robinson of Entrix, Inc. provided an overview of an integrated licensing process, such as would be required for the water storage project being contemplated by the District at Shanker's Bend on the Similkameen River. The PUD's recent filing of a Preliminary Permit Application to the Federal Energy Regulatory Commission preserves for three years the PUD's priority of application for a license, while obtaining the data and performing the acts required in determining the feasibility of the Project for water storage.

In coordination with the Columbia River Water Management Program, the State recently announced funding for an appraisal study of the Shanker's Bend Project. Pending written confirmation, the District anticipates the funding to be in the approximate amount of \$300,000.

Following discussion, the Board instructed staff to develop a plan to properly manage the public review process of both the Shanker's Bend and Enloe Dam Hydroelectric Projects.

2. Professional Services Agreement for LiDAR Mapping Services:

Derek Miller reported that three quotes were received for conducting Light Detection and Ranging (LiDAR) mapping of the Pateros-Twisp and Loup transmission line corridors. Aero-Metric, Inc. provided the lowest estimate of \$85,750 for total route coverage of 56 miles plus the 20-acre substation site at Gold Creek. An accurate field/topographic measurement of the P-T line is required in order to position structures correctly and create plan and profile designs. The LiDAR mapping process will produce a detailed topographic image of the terrain in addition to providing an image and height of the Loup wires, which will enable staff to more effectively maintain and repair the Loup line and right-of-way when necessary. It is staff's recommendation to enter into an agreement with Aero-Metric, Inc. in an amount not to exceed \$90,000.

Commissioner Bolz moved, seconded by Commissioner Butler, to authorize the Manager to enter into a Professional Services Agreement with Aero-Metric, Inc. in an amount not to exceed \$90,000 for the purposes of conducting a mapping survey of the Pateros-Twisp and Loup transmission line corridors. The motion carried unanimously.

3. Set Commission Meeting Schedule:

The Board established the following meeting schedule for the remainder of 2007. The schedule is in addition to the meetings currently set through July.

August 7, 21

September 4, 18

October 2, 9, 23 (the October 9th meeting will be canceled if it is not needed for budget purposes)

November 13, 27

December 11, 18

4. Manager's Report:

Job descriptions for a Human Resources Director and a Communications Director were presented for the Board's consideration. These positions were recommended as an outcome of the recent Strategic Planning.

Commissioner Bolz moved, seconded by Commissioner Butler, to direct the Manager to move forward in hiring a Human Resources Director, with the pay scale based on recommendations of the Northwest Public Power Association salary survey and comparison salaries of nearby Public Utility Districts. In discussion, it was agreed that the Job Description should also address the need for labor and contract negotiations experience. The motion carried unanimously.

Commissioner Butler moved, seconded by Commissioner Bolz, to approve the position of Communications Director as outlined in the draft Job Description, with the pay scale based on recommendations of the NWPPA salary survey and comparison salaries of nearby PUDs. The motion carried unanimously.

In light of the recent accident involving an Avista employee in a rental company bucket truck, staff provided assurance that regular, ongoing inspections are conducted at Okanogan PUD by both District employees and outside contractors.

According to an assessment by the U.S. Bureau of Reclamation and the Washington Department of Ecology, the Lower Crab Creek basin in Grant County is the most viable candidate to support a new, large, off-channel water storage facility and merits a more detailed feasibility study.

5. Meetings:

The next Okanogan PUD Board meeting is scheduled on June 26, 2007 at 12:30 p.m. at the Okanogan PUD auditorium. A one-hour workshop will be the first agenda item followed by the business meeting at 1:30 p.m.

VI. Executive Session:

The regular meeting was recessed at 3:12 p.m. and reconvened into executive session at

3:17 p.m. to discuss with legal counsel representing the District litigation or potential litigation to which the District, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the District, pursuant to RCW 42.30.110(1)(i). It was anticipated the executive session would last approximately 20 minutes with no action expected. At 3:37 p.m. the executive session was recessed with no public announcement.

VII. Adjournment:

There being no further business to discuss, the meeting was adjourned at 3:37 p.m.

David A. Womack, President

Ernest J. Bolz, Vice-President

ATTEST:

Trish Butler, Secretary