

**Minutes of Regular Commission Meeting of
Public Utility District No. 1 of Okanogan County**

**Okanogan PUD Auditorium
1331 2nd Avenue North, Okanogan, WA
October 23, 2007
12:30 PM**

Present: Board: David Womack, Trish Butler
Staff: Doug Adams, Don Coppock, Derek Miller, Julie Pyper
Attorney: Michael Howe
Public: Sheila Corson – The Chronicle

Summary Agenda

- I. Call to Order
- II. Workshop/Facility Planning
- III. Business Meeting
 - 1. Approval of Agenda
 - 2. Consent Agenda Items
 - a) Minutes of 10-09-07
 - b) Vouchers
 - c) Work Orders
 - 3. Public Comment
 - 4. Unfinished Business
 - a) Hearing on Adoption of 2008 Annual Budget
 - b) Central Washington Power Agency
 - 5. New Business
 - a) Engineering Services Agreement with Burns & McDonnell
 - 6. Manager's Report
 - 7. Power Report
 - 8. Other Business
 - 9. Future Planning
 - 10. Meetings
- IV. Executive Session
- V. Workshop/Budget Planning
- VI. Adjournment

I. Call to Order:

President Womack called the meeting to order at 12:30 p.m.

II. Workshop:

A Pre-Design Report of the District’s proposed headquarters facility was reviewed during the workshop period.

III. Business Meeting:

1. Approval of Agenda:

Commissioner Butler moved, seconded by Commissioner Womack, to approve the Agenda as submitted. The motion carried unanimously.

2. Approval of Consent Agenda Items:

a) Minutes:

The Minutes of the October 9, 2007 regular meeting were submitted for approval.

b) Vouchers:

The following Vouchers were submitted for approval:

Vouchers 112, 127 and 99040 through 99060 in the amount of \$224,489.47, vouchers 129 and 99061 through 99122 in the amount of \$185,964.52, and vouchers 131, 133 and 99123 through 99236 in the amount of \$712,285.66.

c) Work Orders:

The following Work Orders were submitted for approval:

74461701	Tyler Marcellay, Cassimer Bay Rd.	\$ 2,234.00
07-0005	SES Americom; Telecom Rd., Brewster	615.00
07-0195R1	Tonasket Free Methodist Church, 1 Stanton Loop Rd., Tonasket	18,698.00
07-0269	City of Okanogan, Tyee St., Okanogan	7,801.00
07-0363	Brent Stark, Clarkson Mill Rd., Tonasket	12,244.00
07-0474R1	Michel Savoie, 487 McLaughlin Canyon Rd.	2,999.00
07-0514	Steve Ayers, Pharr Rd., Riverside	5,412.00
07-0603	Hank’s Market, Twisp	15,045.00
07-0606	Ann Davidson, 49 Doe Haven Rd.	7,371.00
07-0617	Lyn Alan Koehn, 30 Rooster Flats Rd., Oroville	4,031.00
07-0623	Mike Huntington, 188 Bannon Creek Rd.	9,435.00
07-0631	Stennes Phase 2, Alta Lake Rd., Pateros	30,577.00
07-0633	Mike Chapman,	

	Alley between Main & Jay St., Brewster	1,114.00
07-0634	District/Marcelly, Cassimer Bar Rd.	1,818.00
07-0638	Leroy Friesen, 31997 State Hwy. 97, Tonasket	5,208.00
07-0639	Randy Redman, 189 Nichols Rd., Omak	2,720.00
07-0643	District, Alley between Main & Jay St., Brewster	4,813.00
07-0645	District, Keystone River Crossing, Riverside	1,875.00
07-0646	Zirkle Fruit, B & O Rd., Malott	539.00
07-0648	Dave & Debbie Williams, George Rd., Omak	8,751.00
07-0649	Okanogan County Public Works, Hwy. 97 & Sandflat Rd., Omak	32,080.00
07-0650	District, Woodard Rd., Tonasket	22,271.00
07-0651	Ron LeDoux, 28 Blackpine Rd., Methow	4,642.00
07-0654	Charlotte Radke, 1120 Hwy. 7, Tonasket	<u>2,851.00</u>
		\$205,144.00

Commissioner Butler moved, seconded by Commissioner Womack, to approve the Consent Agenda. The motion carried unanimously.

3. Public Comment:

No public comments were offered.

4. Unfinished Business:

a) Hearing on Adoption of 2008 Annual Budget:

Director of Finance Don Coppock submitted an updated calendar/timeline for the 2008 budget process.

The November 14, 2007 special meeting set for budget planning will be rescheduled due to a conflict with meetings of the Washington PUD Association.

No public comments were received.

The hearing on the adoption of the 2008 budget was continued to the next meeting on November 13, 2007 at 12:30 p.m.

b) Central Washington Power Agency:

Interim Manager Doug Adams reported that the individuals heading the Central Washington Power Agency are working on acquiring additional member utilities, but feel very positive that there are enough interested utilities to initiate the program. No additional funding information was available for discussion.

5. New Business:

a) Engineering Services Agreement with Burns & McDonnell:

Chief Engineer Derek Miller requested authorization to enter into an Engineering Services Agreement with Burns & McDonnell for design of the Oroville 5000 circuit rebuild/reconductor project. The estimated cost for the approximate 14-mile project is \$95,000.

Commissioner Butler moved, seconded by Commissioner Womack, to approve an Engineering Services Agreement with Burns & McDonnell at a cost not to exceed \$95,000. The motion carried unanimously.

6. Manager's Report:

Doug Adams reported that John Grubich will assume the General Manager position at Okanogan PUD effective October 30, 2007 rather than November 1, 2007 as stated in Resolution No. 1444. The earlier schedule will allow for Grubich's attendance at upcoming meetings of the Public Power Council in Portland.

Commissioner Butler moved, seconded by Commissioner Womack, to amend Resolution No. 1444 thereby changing the date of hire for John Grubich from November 1, 2007 to the effective date of October 30, 2007. The motion carried unanimously.

A draft Request for Qualifications was reviewed with regard to the District's proposed headquarters facility. Okanogan PUD intends to immediately publish a Request for Qualifications announcing its requirement for architectural services.

7. Power Report:

A power report will be presented at the November 13, 2007 meeting.

8. Other Business:

No other business items were presented.

9. Future Planning:

There were no future planning items presented.

10. Meetings:

Commissioners Womack and Butler attended the building dedication ceremonies and meetings of the Washington PUD Association in Olympia on October 17-19, 2007.

The next Okanogan PUD Board of Commissioners meeting is scheduled on November 13, 2007 at 12:30 p.m. at the Okanogan PUD auditorium.

IV. Executive Session:

The regular meeting was recessed at 2:20 p.m. and reconvened into executive session at 2:30 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 expected the executive session would last 30 minutes with no action anticipated. At 3:00 p.m. the executive session was recessed with no public announcement.

V. Workshop/Budget Planning:

Due to the absence of Commissioner Bolz, the budget planning workshop was postponed until the November 13, 2007 meeting.

VI. Adjournment:

The regular meeting was reconvened at 3:00 p.m. There being no further business to discuss, the meeting was adjourned at 3:00 p.m.

David A. Womack, President

Ernest J. Bolz, Vice-President

ATTEST:

Trish Butler, Secretary