



**Minutes of the Regular Commission Meeting of  
Public Utility District No. 1 of Okanogan County  
Okanogan PUD Auditorium  
1331 2<sup>nd</sup> Avenue North, Okanogan, WA  
January 11, 2021 - 3:00 p.m.**

Teleconference Information:

Phone: 346-248-7799 ID 922 7822 8992

Join by Zoom Meeting <https://zoom.us/j/92278228992> Meeting ID: 922 7822 8992

**Present:** Board: Jerry Asmussen, Bill Colyar, Scott Vejraska  
Staff: Steve Taylor, Janet Crossland, Ron Gadeberg, Roy  
Schwilke, Dan Simpson, Kyle Richter, Nick Christoph,  
Jerry Day, JJ Boettger, Wendy Foth  
Staff via phone: Randy Bird, Jeri Timm, Allen Allie, Mindy Morris, Katie  
Pfitzer, Sheila Corson  
Other via phone: Heidi Appel, General Counsel

**I. Call to Order**

**II. Business Meeting**

1. Pledge of Allegiance
2. Review of Agenda
3. Approval of Consent Agenda
  - a) Minutes of December 21, 2020, Regular Meeting
  - b) Vouchers
4. Old Business
  - a) Covid – 19 Update
  - b) Emergency Declaration Fire Damage Update
5. New Business
  - a) Motion – Substation Power Transformers Purchase Approval
  - b) Motion – Tree Trimming Contract Approval
  - c) Resolution No. 1738 – IS Surplus
6. Administrative Reports
  - a) Steve Taylor – Manager's Report
  - b) Janet Crossland – November Financial Report
7. Other Business
8. The next scheduled Commission meeting is January 25, 2021, at 3:00 p.m.
9. Commissioners Meeting Attended
10. Public Comment

**III. Executive Session**

**IV. Adjournment**

**I. Call to Order**

Commissioner President Jerry Asmussen called the meeting to order at 3:00 p.m.

**II. Business Meeting**

**1. Pledge of Allegiance**

Meeting attendees recited the Pledge of Allegiance.

**2. Review of Agenda**

There were no changes to the agenda.

**3. Approval of Consent Agenda**

**a) Minutes**

Regular meeting minutes from December 21, 2020, were submitted for approval.

**b) Vouchers**

Vouchers submitted for approval:

2088, 2089, 156758 through 156813 totaling \$1,322,488.55  
2090, 2091, 156814 through 156888 totaling \$1,337,786.16  
2092 through 2095, 156889 through 156896 totaling \$345,193.62  
156897 through 156939 totaling \$359,543.52

Commissioner Colyar moved, seconded by Commissioner Vejraska, to approve consent agenda items (a) through (b). The motion carried unanimously.

**4. Old Business**

**a) COVID-19 Update**

General Manager Taylor reported the Governor has come out with new regional areas and will continue to monitor.

**b) Emergency Declaration – Fire damage update**

Operations Manager Randy Bird reported there are still thieves taking down poles to salvage materials, but it has slowed down somewhat. We are still working with the Sheriff's office.

**5. New Business**

**a) Motion – Substation Power Transformers**

Engineering System Tech Kyle Richter presented the motion for purchasing power transformers. Richter reported the bidding opened on December 16 with nine vendors evaluated. Virginia transformers received the winning bid. Bids ranged from 2.4 to 5 million.

Commissioner Colyar motioned to authorize the General Manager to approve the purchase of (6) 12/16/20MVA power transformers (Bid 443-20) in an amount not to

exceed \$2,401,450 for engineering to replace substation power transformers. Commissioner Vejraska seconded. Motion passed unanimously.

**b) Motion – Asplund Tree Trimming Contract**

Construction Permit Coordinator/Right of Way Superintendent Nick Christoph presented a brief description of the 2021 Tree Trimming contract's bidding process. There was only one vendor that submitted a bid.

Commissioner Vejraska motioned to authorization the General Manager to execute contract No. NC 2021-07 with Asplundh Tree Expert Co. in an amount not to exceed \$800,000 for electrical system tree trimming in the PUD service area for the 2021 work year. Commissioner Colyar seconded. The motion passed unanimously.

**c) Resolution No. 1738 – IS Surplus**

Information Systems Manager Jerry Day presented Resolution No. 1738. The resolution is to surplus equipment that is either obsolete or no longer needed.

Commissioner Vejraska motioned to approve Resolution No. 1738, seconded by Commissioner Colyar. Motion passed unanimously.

**6. Administrative Report**

**a) Steve Taylor, Manager's Report**

General Manager Taylor reported he signed the following:

- Duncan Weinberg Genzer & Pembroke P.C. (DWG&P) Federal Legal, regulatory & oversight regarding Enloe Dam. Not to Exceed \$50,000
- Thompson Consulting Group (TCG) – Represent the District regarding government & Regulatory affairs regarding Enloe Dam. Not to exceed \$75,000
- Energy Northwest Internship Program not to exceed \$8,000
- DIVCO - HVAC Maintenance not to exceed \$42,963
- NoaNet – NOC Management & Monitoring amount not to exceed \$2,618 monthly
- WDB Janitorial LLC – Janitorial Services not to exceed \$69,830
- McMillen Jacobs JT 2021.03 – Owners Advisor for the dam safety construction project not to exceed \$268,694
- McMillen Jacobs JT 2021.04 - Chief Dam Safety Engineer and supporting overall dam safety monitoring and compliance activities, not to exceed \$65,276
- Christensen Associates JT 2021.05 - Owners Engineer for the Dam Safety Construction Project and assistance with dam safety monitoring and compliance, not to exceed \$65,300
- The Chronicle - Display advertising agreement

Taylor also reported the Pole Attachment letters were mailed out last week.

Taylor asked the following staff members to give a brief description of the contracts that were signed.

- Chief Engineer Dan Simpson spoke about the internship. Energy Northwest will do the legwork in getting qualified third or fourth-year student interns from a four-year university. The District will make the final decision from those that are chosen for interviews. The District has several projects the intern will be working on while here.
- Purchasing and Facilities Manager Roy Schwilke discussed where the HVAC repairs and maintenance would be made from the Divco contract approved for 2021.
- Director of Power Resources & Broadband Services Ron Gadeberg reported that the new contract with NoaNet is a better deal for the District.

Gadeberg gave a snowpack report for the Board.

#### **b) Janet Crossland – November Financial Report**

Director of Accounting & Finance Janet Crossland provided a year-to-date budget overview and a customer statistical and financial report comparing the Equity Management Plan to actuals for the 12 months ending November 30, 2020.

#### **7. Other**

No other business was discussed

#### **8. Next Board Meeting**

The next scheduled Board meeting is Monday, January 25, 2021, at 3:00 p.m.

#### **9. Commissioner Meetings Attended**

Commissioner Vejraska had no meetings to report

Commissioner Colyar had no meetings to report

Commissioner Asmussen had no meetings to report

#### **10. Public Comment**

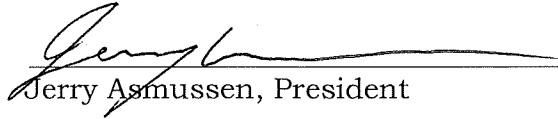
There was no public comment

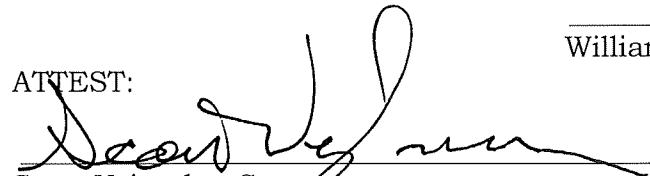
### **III. Executive Session**

The regular meeting recessed at 3:50. The Board went into executive session at 3:55 to discuss with legal counsel under RCW 42.30.110(1)(i) for an expected time of 45 minutes. The executive session ended at 4:40 p.m.

**IV. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 4:40 p.m.

  
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Jerry Asmussen, President

ATTEST:  
  
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Scott Vejraska, Secretary

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William C. Colyar, Vice President