



**PUBLIC UTILITY DISTRICT NO. 1 OF OKANOGAN COUNTY  
REGULAR COMMISSION MEETING AGENDA**

**Teleconference Availability Only**

**Phone: 1-346-248-7799 Meeting ID: 922 7822 8992**

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

February 8, 2021

**ATTENDEES:**

Board Members: Jerry Asmussen, Scott Vejraska  
Board Member Via Zoom: Bill Colyar  
Staff: Steve Taylor, Janet Crossland, JJ Boettger, Jerry Day,  
Wendy Foth  
Staff Via Zoom or Phone: Jeri Timm, Ron Gadeberg, Justin Dibble, Randy Bird,  
Mindy Morris, Sheila Corson, Allen Allie, Katie Pfitzer,  
Kim Johnson, Debbie Dibble, Kendal Ingraham  
Other Via Zoom: 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 January 25, 2021, Regular Meeting
  - b) Vouchers
4. Old Business
  - a) Covid – 19 Update
  - b) Emergency Declaration Fire Damage Update
5. New Business
  - a) Motion – Line Truck purchase
6. Administrative Reports
  - a) Steve Taylor – Manager's Report
  - b) Allen Allie – Engineering Report
  - c) Ron Gadeberg – Power/Telecom Report
7. Other Business
8. The next scheduled Commission meeting is February 22, 2021, at 3:00 p.m.
9. Commissioners Meeting Attended
10. Public Comment

**III. Executive Session**

**IV. Adjournment**

**I. Call to Order**

**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 January 25, 2021, were submitted for approval.

### **b) Vouchers**

Vouchers submitted for approval:

2105, 157074 through 157131 totaling \$529,280.99  
157136 through 157159 totaling \$219,019.24  
2106 through 2109; 157132 through 157135 totaling \$426,622.95  
2110, 157160 through 157195 totaling \$56,065.04

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

## **4. Old Business**

### **a) Covid 19 Update**

General Manager Taylor reported the District is status quo at this time, continuing the Covid protocol and cleaning processes.

### **b) Emergency Declaration Fire Damage Update**

FEMA approval was received. Thank you letters are being sent to Senator Cantwell, Senator Murray, and Representative Newhouse.

## **5. New Business**

Operations Manager Randy Bird presented a motion to authorize the purchase of the budgeted line truck from Altec to replace the 20-year-old line truck in Oroville.

Commissioner Vejraska motioned to authorize the purchase of a new line truck from Altec for \$386,901 plus tax and licensing. Commissioner Colyar seconded. The motion was approved unanimously.

## **6. Administrative Reports**

### **a) Steve Taylor – Managers Report**

Human Resource Manager Katie Pfitzer gave the OSHA Report. The District only had one employee who saw a doctor for an injury diagnosis during the 2020 year. Pfitzer is submitting the District for safety awards through NWPPA.

General Manager Taylor reported that the District received Northwest River Partners invoice for \$16,000, of which we had budgeted \$12,800. They requested an additional \$12,000 for optional media campaign funds. Commissioners agreed to authorize the \$16,000, but not the additional media contribution.

Taylor reported that staff has been continuing to work with FCS Group on revenue structures and requested a workshop on Monday, February 22 at 2:00 p.m. to have FCS Group present to the Board. It was agreed to have a workshop on February 22 at 2:00 p.m.

General Manager Taylor reported he signed the following:

- Max J. Kuney Company Change Order No. 15 for the Enloe Dam Safety Project. The change order is no cost and extends the contract through April 1, 2021. It also amends section 1.2.17 of the DBIA Contract Document No. 535 to clarify the sediment responsibilities
- Mutual Aid Agreement with Kootenai Electric Cooperative
- Davis Wright Tremaine LLP – legal service agreement not to exceed \$20,000 to support Enloe Dam permitting
- OSHA Form 300A
- Ripplinger Engineering Laboratories – Transmission System Engineering not to exceed \$42,400
- NVEC Service Territory Agreement
- The Rowland Company – legislative consultant not to exceed \$3500 per month plus expenses
- Plateau Archaeological Investigations LLC – cultural resource compliance consultant for Enloe Dam not to exceed \$95,825

General Manager Taylor requested the Director of Accounting, Finance, and Administration Janet Crossland report on the audit exit conference. Crossland reported Commissioner Asmussen, General Manager Taylor herself, and several other staff members were on the zoom exit audit call with the State Auditors Office. She was happy to report that the District received a clean audit, which means the District complied with applicable laws, regulations, and policies and provided adequate controls over the safeguarding of public resources.

Thank you letters signed by the Commissioners are being sent to representatives regarding FEMA funding

#### **b) Allen Allie – Engineering Report**

Engineering Manager Allen Allie gave an update on the steel pole bid. The bid was awarded to Valmont for a total of \$1,193,969.

#### **c) Ron Gadeberg – Power/Telecom Report**

Director of Power Resources and Broadband Services Ron Gadeberg gave a 2020 year-end report. Wholesale power sales were \$2,640,370, which placed sales over budget by \$524,306 for the year. Retail sales were \$46,074,578, which was under budget by \$1,513,421.

For January, the wholesale power sales were \$517,767, which placed sales over budget by \$272,491 for the month. January retail sales were not available for the report. Gadeberg reported telecom billed \$284,000.50 as of February 1, 2021. Currently, the District has 2,368 Cambium subscribers, 598 Wi-Fi subscribers totaling 2,966 wireless customers, and 553 Fiber customers. Total Connections (fiber & wireless) 3,519.

Gadeberg also gave a snowpack report.

### **7. Other Business**

No other business was reported.

### **8. Future Planning**

The next scheduled Commission meeting is March 8, 2021, @ 3:00 p.m. A workshop will also be on March 8 @ 2:00 p.m.

### **9. Commissioners Meetings Attended:**

Commissioner Vejraska

- 01.26.2021 conference call with Washington State Governors Staff regarding FEMA
- 02.04.2021 WRIA 49

Commissioner Colyar – no meetings to report

Commissioner Asmussen

- 01.27.2021 Energy Northwest Board Meeting
- 02.03.2021 Exit Audit with the State Auditors Office

### **10. Public Comment**

There was no public comment.

### **III. Executive session**

The regular meeting recessed at 3:49 p.m. and immediately reconvened into the executive session at 4:00 p.m. to discuss current and potential litigation with legal counsel under RCW 42.30.110 (1)(i). The executive session was expected to last 15 minutes, with no action anticipated. The executive session recessed at 4:15 p.m.

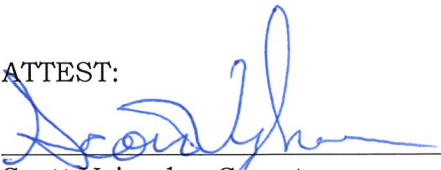
### **IV. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 4:15 p.m.

  
Jerry Asmussen, President

  
William C. Colyar, Vice President

ATTEST:

  
Scott Vejraska, Secretary