



**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  
March 22, 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, JJ Boettger, Wendy Foth, Randy Bird, Jeri Timm, Roy Schwilke  
Staff via phone: Matt Stevie, Allen Allie, Dale Dunckel, Mindy Morris, Katie Pfitzer, Ron Gadeberg, Sheila Corson, Dan Simpson  
Other: Heidi Appel, General Counsel  
Other via phone: Tobin Smith, Daniel Kuney, and Robert VanVoast associates of the Max J. Kuney Company  
Public: Chris Fisher, Mikaela Marion

- I.** Call to Order
- II.** Business Meeting
  1. Pledge of Allegiance
  2. Review of Agenda
  3. Approval of Consent Agenda
    - a) Minutes of March 8, 2020, Regular Meeting
    - b) Vouchers
    - c) Transfer of Accounts
  4. Old Business
    - a) Covid – 19 Update
    - b) Emergency Declaration Fire Damage Update
  5. New Business
    - a) Enloe Dam Safety Design-Build Phase 2 GMP Proposal
    - b) Resolution No 1745 – Transformer Surplus
  6. Administrative Reports
    - a) Steve Taylor – Managers Report
    - b) Rob Gillespie – Treasurers report
    - c) Janet Crossland-Financial Report
  7. Other Business
  8. The next scheduled Commission meeting is April 12, 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 March 8, 2021, were submitted for approval.

b) **Vouchers**

Vouchers submitted for approval:

Vouchers 157425 through 157494 totaling \$135,712.72

Vouchers 2125 through 2128; 157495 through 157498 totaling \$343,607.02

Vouchers 2129 through 2133; 157499 through 157560 totaling \$2,744,189.33

c) **Transfer of Accounts**

Transfer of accounts totaling \$5,400.95 submitted for approval.

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

4. **Old Business**

a) **COVID-19 Update**

General Manager Taylor reported the Governor extended the no disconnect order until July 31. Taylor requested that we keep meetings closed other than zoom or phone call availability to the public at least until May 1.

Customer Service Supervisor Mindy Morris reported the District still has around \$65,000 to \$70,000 in arrears. Customer Service Representatives continue to do all they can to make arrangements with customers.

Commissioner Vejraska will be reaching out to the County Commissioners for the District to request some of the CARES money given to the County for Covid relief.

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

Operations Manager Randy Bird reported there had been more cooper theft. The backbone of fiber was cut at 8:00 a.m. on March 11. The sheriff's office was notified.

## **5. New Business**

### **a) Enloe Dam Safety Design-Build Phase 2 GMP Proposal**

Director of Regulatory and Environmental Affairs, Jeri Timm, presented a preliminary Design-Build Phase 2 proposal for the Enloe Dam Safety Repair and Maintenance Project from the Max J. Kuney Company Guaranteed Maximum Price (GMP) of \$6,966,688. The proposal is still under review. Several associates from Max J. Kuney Company were on the phone for questions.

A special meeting was scheduled for Monday, March 29 at 3:30 to discuss this further.

### **b) Resolution No. 1745 – Transformer Surplus**

Resolution No. 1745 was presented to the Board for the surplus of a transformer replaced in Oroville.

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve Resolution No. 1745. The motion carried unanimously.

## **6. Administrative Report**

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

General Manager Taylor reported he signed the following:

- Wells Project Power Cost Adjustment – 2020 Contract Year  
Total 2020 Wells Power Cost Adjustment \$216,435
- Calix, Inc – Mutual Non-Disclosure Agreement
- IntelliTect Corp – Professional Service Agreement for software development services and technical assistance with Districts Utility Web Portal. Not to exceed \$25,000
- Pacific Northwest Infrastructure, Inc. (Columbia Crane) for crane sets and hauling of four transformers. Not to exceed \$55,546.00

### **Report on:**

- Sent letter of support for Okanogan Agricultural Water Bank Capital Funding Request
- Two letters received from customers regarding the service of our District

General Manager Taylor reported that the COPA (Cost of Power Adjustment) came in at .0006 and will be adjusted on the monthly billing beginning in April. This adjustment happens annually depending on the COPA for the prior year.

**b) Rob Gillespie – Treasurers Report**

Treasurer Rob Gillespie presented an overview of cash transactions for February 2021. The District began the month with \$56,526,070.35 in cash and investments on hand, cash receipts of \$5,486,263.28, and \$9,758.10 in interest. Warrants paid totaled \$6,561,126.92 for an ending balance of cash and investments of \$55,460,964.81. Gillespie reported the bi-monthly e-bill transfer to the Revenue fund was over \$1,000,000 for the first time since the District switched to a bi-monthly transfer in 2018. Also, due to the 2010 Series A bonds' early retirement, the Debt Service Reserve was able to be reduced by \$372,960. That money will be transferred to the Revenue fund before the month-end.

**c) Janet Crossland – December 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 December 31, 2020.

**7. Other**

No other business was discussed

**8. Next Board Meeting**

A special Board meeting will be Monday, March 29 at 3:30 p.m.

The next regular scheduled Board meeting is Monday, April 12, 2021, at 3:00 p.m.

**9. Commissioner Meetings Attended**

Commissioner Vejraska had no meetings to report

Commissioner Colyar had the following meetings to report:

- March 19 - Openline

Commissioner Asmussen had the following meetings to report:

- March 17 – WPUDA Commerce briefing
- March 18 – WPUDA Committee meetings
- March 19 – WPUDA Board of Directors meeting

**10. Public Comment**

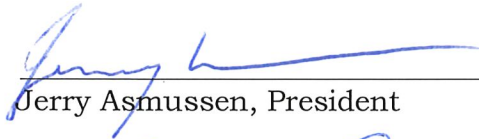
Chris Fisher requested the Enloe Phase 2 proposal.

**III. Executive Session**

There was no executive session needed.

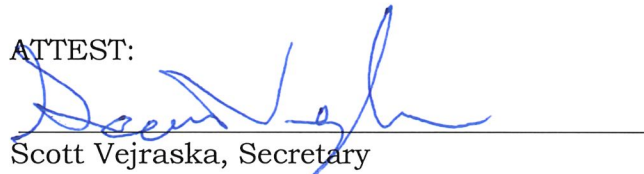
**IV. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 5:05 p.m.

  
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Jerry Asmussen, President

  
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William C. Colyar, Vice President

ATTEST:

  
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Scott Vejraska, Secretary