



**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

April 12, 2021

**ATTENDEES:**

Board Members: Jerry Asmussen, Scott Vejraska, Bill Colyar  
Staff: Steve Taylor, Janet Crossland, JJ Boettger, Jerry Day,  
Roy Schwilke, Wendy Foth  
Staff Via Zoom or Phone: Dan Simpson, Ron Gadeberg, Mindy Morris, Jeri Timm,  
Debbie Dibble, Randy Bird, Dale Dunckel, Allen Allie,  
Sheila Corson, Katie Pfitzer  
Other: Heidi Appel, General Counsel  
Jim Rowland, Legislative Representative  
Public Via Zoom: None

**SUMMARY AGENDA**

- I.** Call to Order
  - II.** Business Meeting
    - 1.** Pledge of Allegiance
    - 2.** Review of Agenda
    - 3.** Approval of Consent Agenda
      - a) Minutes of March 22, 2021, Regular Meeting
      - b) Minutes of March 29, 2021, Special Meeting
      - c) Vouchers
    - 4.** Old Business
      - a) Covid – 19 Update
      - b) Emergency Declaration Fire Damage Update
    - 5.** New Business
      - a) Resolution No. 1746 – Transformer Surplus
      - b) Resolution No. 1747 – Telecom Surplus
      - c) Resolution No. 1748 – Establishing Procedures for Purchasing
      - d) Resolution No. 1749 – General Manager Authorization
    - 6.** Administrative Reports
      - a) Steve Taylor – Manager’s Report
      - b) Ron Gadeberg – Power/Telecom Report
    - 7.** Other Business
    - 8.** The next scheduled Commission meeting is April 26, 2021, at 3:00 p.m.
    - 9.** Commissioners Meeting Attended
    - 10.** Public Comment
  - III.** Executive Session
  - IV.** Adjournment
- I. Call to Order**

Commission President Jerry Asmussen called the regular 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 22, 2021, were submitted for approval.

#### **b) Special Meeting Minutes**

Workshop meeting minutes from March 29, 2021, were submitted for approval.

#### **c) Vouchers**

Vouchers submitted for approval:

2134, 157561 through 157609 totaling \$576,171.97  
2135 through 2138; 157610 through 157614 totaling \$349,386.97  
2139, 157615 through 157676 totaling \$673,378.95  
157674 through 157724 totaling \$387,755.54

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

### **4. Old Business**

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

General Manager Taylor reported the Governor has rolled back Cowlitz, Pierce, and Whitman counties to phase 2 due to Covid numbers rising.

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

General Manager Taylor reported the District is status quo.

### **5. New Business**

#### **a) Resolution No. 1746 – Transformer Surplus**

Resolution No. 1746 is to surplus a transformer that is no longer of use to the District.

Commissioner Vejraska motioned to approve Resolution No. 1746 first and final reading, seconded by Commissioner Colyar. Motion passed unanimously.

**b) Resolution No. 1747 – Telecom Surplus**

Resolution No. 1747 is to surplus telecom equipment that the District no longer uses.

Commissioner Vejraska motioned to approve Resolution 1747 first and final reading, seconded by Commissioner Colyar. The motion passed unanimously.

**c) Resolution No. 1748 – Establishing Procedures for Purchasing**

Resolution No. 1748 establishes procedures for purchasing materials, equipment, or supplies, establishing a vendor list process, delegating authority to the purchasing agent, and repealing Resolution No. 1691.

Commissioner Colyar motioned to pass the first reading of Resolution No. 1748 for establishing procedures for purchasing. Commissioner Vejraska seconded. The motion passed unanimously.

**d) Resolution No. 1749 – Delegating Authority to the General Manager**

Resolution No. 1749 – delegating authority to the General Manager for contracting, purchasing, emergency powers, and claims settlements.

Commissioner Colyar motioned to pass the first reading of Resolution No. 1749 for delegating authority to the General Manager for contracting, purchasing, emergency powers and claims settlements. Commissioner Vejraska seconded. The motion passed unanimously.

**6. Administrative Reports**

**a) Steve Taylor – Managers Report**

Before the Managers report, General Manager Steve Taylor asked Legislative Consultant Jim Rowland to update the Board on Washington State Legislative issues being discussed during this session.

General Manager Taylor reported he signed the following:

- Kuney Contract - 2021 Enloe Dam Change Order No. 16 – Phase two amendment not to exceed \$6,996,687.68
- DNR Aquatic Lands Right of Entry Permit
- Power Engineers Project Change Notice – Tonasket Substation Re –route Change shoofly to south route – not to exceed \$17,000
- Thompson Coburn – Josh Adrian Legal Services Agreement

Taylor reported he attended:

- PPC – Virtual Meeting
- NWPPA – Virtual Meeting

- General Manager Taylor reported he and Commissioner Vejraska and Customer Service Supervisor Mindy Morris attended the County Commissioners meeting today, April 12, to discuss arrears and money the county has received for COVID relief.

Taylor reported that overtime is 42% less on Fridays since we went to the 4/10 work schedule, and he will continue to keep the Board up to date.

General Manager Taylor asked Jeri Timm, Director of Regulatory and Environmental Affairs, to update on the timeline for the Enloe Dam Safety Repair and Maintenance Project. Timm reported construction is scheduled to begin the week of April 19.

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

March wholesale power sales were \$429,551, which placed sales under budget by \$22,248 for the month. February retail sales were \$4,034,625, which was under budget by \$464,719.

Gadeberg reported telecom billed \$317,738.32 as of April 1. Currently, the District has 2,485 Cambium subscribers, 555 Wi-Fi subscribers totaling 3,040 wireless customers, and 590 Fiber customers. Total Connections (fiber & wireless) 3,630.

#### **7. Other Business**

No other business was reported.

#### **8. Future Planning**

The next scheduled Commission meeting is April 26, 2021, @ 3:00 p.m.

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

Commissioner Vejraska attended:

- March 29 – Special Meeting
- April 12 – Met with Okanogan County Commissioners

Commissioner Colyar attended:

- March 29 – Special Meeting

Commissioner Asmussen attended:

- March 23 – WPUA Virtual Lunch on the Hill
- March 29 – Special Meeting

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

There was no public comment.

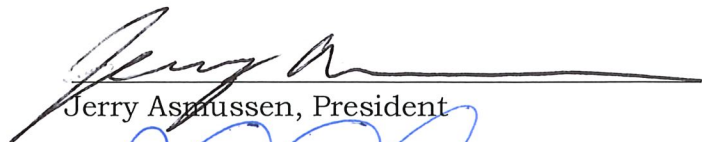
#### **I. Executive session**

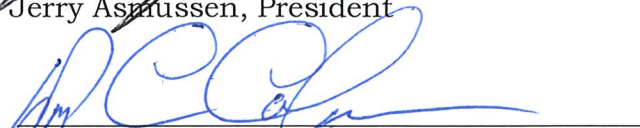
The regular meeting recessed at 4:53 p.m. and reconvened into the executive session at 5:00 p.m. to discuss current and potential litigation with legal counsel under RCW

42.30.110 (1)(i). The executive session was expected to last 10 minutes, with no action anticipated. The executive session recessed at 5:10 p.m.


**II. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 5:10 p.m.

  
Jerry Asmussen, President

  
William C. Colyar, Vice President

ATTEST:

  
Scott Vejraska, Secretary