



**PUBLIC UTILITY DISTRICT NO. 1 OF OKANOGAN COUNTY**  
**1331 Second Ave N. Okanogan, WA**  
**REGULAR COMMISSION MEETING MINUTES**

**Zoom Meeting Info: 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 24, 2023

**ATTENDEES:**

Board Members: Jerry Asmussen, Scott Vejraska, Bill Colyar  
Staff: Steve Taylor, Janet Crossland, Ron Gadeberg, Randy Bird,  
Jerry Day, Sheila Corson, Katie Pfitzer, Dale Dunckel, Jeri  
Timm, Rob Gillespie, Wendy Foth, Dan Simpson  
Staff Via Zoom/Phone: Justin Dibble, JJ Boettger, Mindy Morris, Dale Dunckel  
Other: No other attendees were present  
Other Via Zoom: Heidi Appel, General Counsel  
Public: No one from the public attended the meeting  
Public Via Zoom: No one from the public attended via Zoom

**SUMMARY AGENDA**

- I. Call to Order
- II. Business Meeting
  1. Pledge of Allegiance
  2. Roll Call
  3. Review of Agenda
  4. Public Comment
  5. Approval of Consent Agenda
    - a) Minutes of April 10, 2023, Regular Meeting
    - b) Vouchers
  6. Old Business
  7. New Business
  8. Administrative Reports
    - a) Steve Taylor, Managers Report
    - b) Rob Gillespie, Treasurers Report
    - c) Ron Gadeberg, Power/Telecom Report
  9. Other Business
    - a) GM Contract Process Plan
  10. Commissioners Meetings Attended
  11. Next Board of Commission meeting is scheduled for Monday, May 8, 2023
- III. Executive Session
- IV. Adjournment

**Call to Order**

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

**I. Business Meeting**

**1. Pledge of Allegiance:**

Meeting attendees recited the Pledge of Allegiance.

**2. Roll Call**

### **3. Review of Agenda**

No changes to the agenda were made.

### **4. Public Comment**

There was no public comment.

### **5. Approval of Consent Agenda**

#### **a) Minutes of April 10, 2023, Regular Meeting**

#### **b) Vouchers**

Vouchers submitted for approval:

163733 through 163798, totaling \$221,004.70

2525 through 2528; 163799 through 163860 totaling \$2,396,261.12

2529 through 2532; 163861, 163862 totaling \$416,184.37

Commissioner Colyar moved to approve the consent agenda items a and b, seconded by Commissioner Vejraska. The consent agenda was approved unanimously.

### **6. Old Business**

No old business was discussed.

### **7. New Business**

No new business was discussed

### **8. Administrative Reports**

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

- General Manager Taylor reported attending the WPUA Association meetings in Olympia with Commissioner Asmussen and Colyar.
- The legislative session ended Sunday; Legislative Representative Jason Herbert will report at our next Board meeting.
- General Manager Taylor asked the Board if we will continue Openline once the Communications position is vacated; Board agreed it is a good idea to continue.
- With the influx of issues with customers and CSR and customer safety, it was asked that on June 19<sup>th</sup>, the office be closed for training provided through NWPPA on Serving in Difficult, Emotionally Charged Situations. Along with this training, the District continues to deal with hardening offices.
- The L&I Heat exposure may require different working hours for outside workers during the summer.
- Dave Warren reported to GM Taylor about fueling stations and peaking plants.
- General Manager Taylor reported that Justin Dibble was hired as the Safety Coordinator for the District. His current position as Distribution Engineer will need to be filled before beginning his position.

#### **b) Rob Gillespie, Treasurers Report**

Treasurer Rob Gillespie presented an overview of cash transactions for March 2023.

The District began the month of March with \$48,992,339.05 in cash and investments on hand, cash receipts of \$7,115,484.35, and \$47,138.97 in interest. Warrants paid \$5,447,387.26 for an ending cash balance and investments of \$50,707,575.11. Gillespie reported he would like to lock some of the Rate Stabilization funds in at the higher interest rates. There was a discussion on credit card fees, more details to come.

**c) Rob Gadeberg – Power Telecom Report**

Director of Power Resources and Broadband Ron Gadeberg provided the March 2023 wholesale power sales of \$568,361, placing sales over budget by \$42,128 for the month. February retail sales were \$4,906,294, under budget by \$157,367.

Gadeberg reported that Telecom billed \$291,190.24 for April. The District has 2932 Cambium subscribers and 250 Wi-Fi subscribers totaling 3182 wireless and 721 fiber customers. Total connections (fiber & wireless) 3903.

**9. Other Business**

a) GM Contract Process Plan

Commission President Jerry Asmussen reported that he would meet with General Manager Steve Taylor to discuss the renewal of his employment contract.

**10. Commissioners Meetings Attended:**

Commissioner Vejraska:

- No meetings attended

Commissioner Colyar:

- 04.12.2023 – Traveled to Olympia & WPUDA New Commissioner & Roundtable
- 04.13.2023 – WPUDA Committee Meetings
- 04.14.2023 – WPUDA Board of Directors and traveled home

Commissioner Asmussen:

- 04.12.2023 – Traveled to Olympia & WPUDA New Commissioner & Roundtable
- 04.13.2023 – WPUDA Committee Meetings
- 04.14.2023 – WPUDA Board of Directors and traveled home

General Manager Taylor reported that George Caan is retiring at the end of the year.

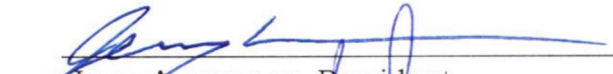
**11. Next Board of Commission Meeting - Monday, May 8, 2023**

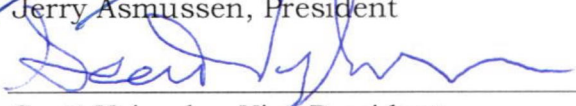
**II. Executive Session**

No executive session was held.


**III. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 4:10 p.m.

  
Jerry Asmussen, President

  
Scott Vejraska, Vice President

ATTEST:

  
William C. Colyar, Secretary