



**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

May 8, 2023

**ATTENDEES:**

Board Members: Jerry Asmussen, Scott Vejraska, Bill Colyar  
Staff: Steve Taylor, Janet Crossland, Ron Gadeberg, Randy Bird, Sheila Corson, Katie Pfitzer, Jeri Timm, Wendy Foth, Dan Simpson, Matt Stevie, Mindy Morris, Allen Allie, Nick Christoph  
Staff Via Zoom/Phone: Justin Dibble  
Other: Heidi Appel, General Counsel  
Other Via Zoom: Jason Herbert, Energy Northwest  
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 24, 2023, Regular Meeting
    - b) Vouchers
    - c) Transfer of Accounts
  - 6.** Unfinished Business
  - 7.** New Business
    - a) Jason Herbert, Legislative Update
    - b) Resolution No. 1794 – Authorizing Community Connect Broadband Grant Application
    - c) Resolution No. 1795 –Assigning Rep – Signature Certifier
    - d) Resolution No. 1796 – Transformer Surplus
  - 8.** Administrative Reports
    - a) Steve Taylor, Managers Report
    - b) Jeri Timm, Department Updates
    - c) Allen Allie, Department Update
    - d) Dan Simpson, Department Update
  - 9.** Other Business
  - 10.** Commissioners Meetings Attended
  - 11.** Next Board of Commission meeting is scheduled for Monday, May 22, 2023
- III.** Executive Session
- IV.** Adjournment

**I. Call to Order**

Commission President 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. 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 24, 2023, Regular Meeting**

**b) Vouchers**

Vouchers submitted for approval:

2533; 163863 through 163929, totaling \$618,119.39

2534; 163930 through 163974, totaling \$523,241.12

2535 through 2538; 163975, 163976 totaling \$433,789.31

**c) Transfers of Accounts**

Transfer of accounts totaling \$7,601.01 was presented to the Board for processing.

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

**6. Unfinished Business**

No unfinished business was discussed.

**7. New Business**

**a) Jason Herbert, Legislative Update**

Jason Herbert of Energy Northwest provided a wrap-up of the legislative session.

**b) Resolution No. 1794 – Authorizing Community Connect Broadband Grant Application**

Commissioner Vejraska moved to approve Resolution No. 1794 first and final read, seconded by Commissioner Colyar. The resolution passed unanimously.

**c) Resolution No. 1795 – Assigning Representative-Signature Certifier for the Community Connect Broadband Grant Application**

Commissioner Vejraska moved to approve Resolution No. 1795 first and final read, seconded by Commissioner Colyar. The resolution passed unanimously.

#### **d) Resolution No. 1796 – Transformer Surplus**

Commissioner Vejraska moved to approve Resolution No. 1795 first and final read, seconded by Commissioner Colyar. The resolution passed unanimously.

### **8. Administrative Reports**

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

General Manager Taylor reported he signed the following:

- NC 2023.08 Horrocks WSDOT region-specific franchise consolidation requirements, control zone calculations of Districts access for Highway 20 not to exceed \$134,400
- Signed loan agreement with NoaNet

General Manager Taylor reported that items in the employee survey are being discussed and reviewed. A non-union pay scale explanation was being produced, and Lunch with the GM and the GM attending department meetings would be happening for better communication with employees.

General Manager Taylor reported that the District won an E&O Honorable Mention Safety Award in Group E.

Taylor reported that he attended the PPC meeting in Portland.

#### **b) Jeri Timm, Environmental and Customer Service Department Updates**

Director of Regulatory and Environmental Affairs and acting manager of Customer Service Jeri Timm gave a department update on Environmental Affairs. Customer Service Supervisor Mindy Morris gave a Customer Service Department update.

#### **c) Allen Allie, Engineering Department Update**

Allen Allie, Engineering Manager, gave an update to the Board from the Engineering Department.

#### **d) Dan Simpson, Engineering Systems Update**

Chief Engineer Dan Simpson reported to the Board on the Engineering Systems department.

### **9. Other Business**

No other business was discussed.

### **10. Commissioners Meetings Attended:**

Commissioner Vejraska:

- No meetings attended

Commissioner Colyar:

- No meetings attended

Commissioner Asmussen:

- 04.25.2023 – Traveled to Energy Northwest
- 04.26.2023 – Board of Directors Meetings
- 04.27.2023 – Traveled home

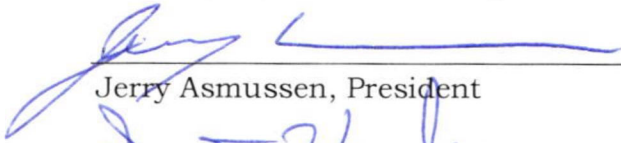
**11. Next Board of Commission Meeting - Monday, May 22, 2023**

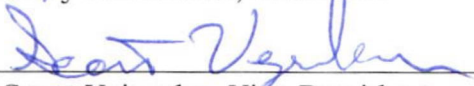
**III. Executive Session**

The regular meeting was recessed at 4:58 and reconvened into an executive session at 5:00 under RCW 42.30.110(1)(g) to discuss the performance of a public employee for 20 minutes with no action anticipated.

**IV. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 5:20 p.m.

  
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Jerry Asmussen, President

  
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Scott Vejraska, Vice President

ATTEST:

  
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William C. Colyar, Secretary