

**Minutes of the Regular Commission Meeting of
Public Utility District No. 1 of Okanogan County
Okanogan PUD Auditorium
1331 2nd Avenue North, Okanogan, WA
June 8, 2020 - 3:00 p.m.**

Teleconference Availability Only:

Phone: 1-346-248-7799

Meeting ID: 136 009 349

Present: Board: Jerry Asmussen, Scott Vejraska
Board Via Phone: Bill Colyar
Staff: Steve Taylor, Jerry Day, JJ Boettger, Wendy Foth
Staff Via Phone: Janet Crossland, Mindy Morris, Ron Gadeberg, Jeri Timm
Other: Heidi Appel, General Counsel
Public Via Phone:

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 May 26, 2020, Regular Meeting
 - b) Vouchers
 4. Old Business
 - a) COVID-19 Update
 - b) Chicken Creek Substation Purchase
 5. New Business
 6. Administrative Reports
 - a) Steve Taylor - Managers Report
 - b) Janet Crossland – April Financial Summary
 - c) Ron Gadeberg – Power/Telecom Report
 7. Other Business
 8. The next regularly scheduled Commission meeting is June 22, 2020
 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

No changes to the agenda.

3. Approval of Consent Agenda

a) Minutes

Regular meeting minutes from May 26, 2020, were submitted for approval.

b) Vouchers

Vouchers submitted for approval: 1979 through 1981, 154841 through 154895 totaling \$295,577.89; 154896 through 154940 totaling \$406,058.96; 1982 through 1985, 154941 through 154950, totaling \$332,757.78.

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

4. Old Business

a) COVID-19 Update

General Manager Taylor discussed the Governor's proclamations and the effect they are having on PUD's with no disconnects for non-payment and no late fees. The Governor has extended this through July 28.

As of June 8, per the Governor's office, all employees are required to wear face-masks unless in their office/cubical or 6 feet apart.

The District is planning on opening the doors to the public on Thursdays starting June 18 from 7:30 until 5:30. All offices have counter shields in the customer service areas. Masks and cleaning supplies are available, and the 6-foot rule will be followed.

Mindy Morris, Customer Service Supervisor, gave a brief review of where we are with late payments, delinquent accounts due for disconnect, and late fees we have waived due to COVID-19. Currently, the District has 301 accounts that would be due for disconnect for a total of \$54,600. Customer Service Representatives have done a great job reaching out to customers and working with them to make payment arrangements.

General Manager Taylor would like to continue the 4-10 workweek, closing on Fridays through September 21, with a few exceptions of those that need to be working on Friday.

b) Chicken Creek Substation Purchase

General Manager Taylor requested authorization to move forward with the Purchase and Sale agreement for the Chicken Creek Substation. General Counsel Appel gave an overview of the purchase and sale agreement.

Commissioner Vejraska motioned to authorize General Manager Taylor to execute purchase and sale agreement with Kelly & Charlayne Knapp and Gebbers Farms for the purchase of the Chicken Creek substation property for two million three hundred thousand dollars, (\$2,300,000). Commissioner Colyar seconded the motion. The motion passed unanimously.

5. New Business

There was no new business to report.

6. Administrative Report

a) Steve Taylor, Managers Report

General Manager Taylor reported he signed the following:

- BPA Exhibit A, Revision No. 4 – Agreement to reflect the reliability coordinator changes in processes, practices, and policies required 160 days' notice energizing new or changed assets. This exhibit A supersedes the previous version in its entirety.

General Manager Taylor also discussed with the Board, association fees that we pay each year, and due to the budget this year, would they like to cut any of the association fees we pay. No decision was made.

b) Janet Crossland – April Financial Report

Director of Accounting & Finance Janet Crossland gave a financial report providing copies of the customer statistical comparison of the Equity Management Plan to actuals for the 12 months ending April 30, 2020. Additionally, broadband customer statistics were provided.

c) Ron Gadeberg – Power/Broadband Report

Director of Power Resources and Broadband Services Ron Gadeberg reported wholesale power sales for May totaling \$191,830, which placed sales over budget by \$68,326 for the month. April retail sales were \$3,075,128, which was under budget by \$3,653. Gadeberg reported telecom billed \$273,784.00 as of June 1. Currently, the District has 1735 Cambium and 1016 Wi-Fi subscribers, totaling 2751 wireless subscribers and 501 Fiber customers for a total of 3252 subscribers.

Gadeberg also reported the Hotspots are up and running, with 660 unique users as of date.

7. Other

There was no other business.

8. Next Board Meeting

The next scheduled Board meeting will be Monday, June 22, 2020, via teleconference.

9. Commissioner Meetings Attended

Commissioner Vejraska had no meetings to report.

Commissioner Colyar had no meetings to report.

Commissioner Asmussen reported he attended the Hort meeting today, June 8.

10. Public Comment

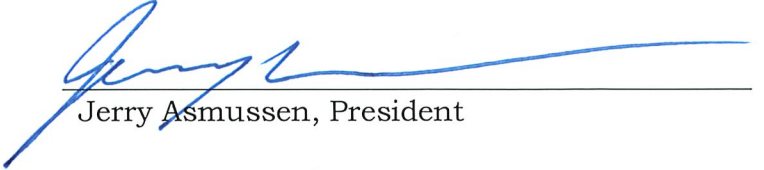
There was no public comment.

III. Executive Session

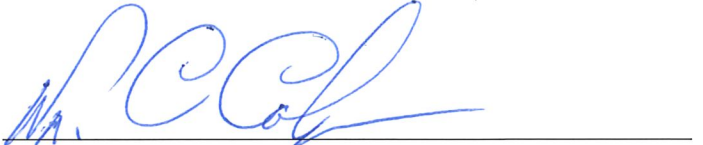
There was no executive session held.

IV. Meeting Adjournment

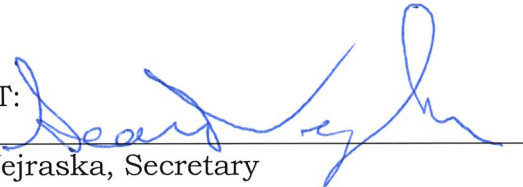
There being no further business to discuss, the meeting adjourned at 4:30 p.m.



Jerry Asmussen, President



William C. Colyar, Vice President

ATTEST: 

Scott Vejraska, Secretary