



**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 24, 2019 - 3:00 PM**

Present: Board: Jerry Asmussen, Bill Colyar, Scott Vejraska
Staff: Steve Taylor, Ron Gadeberg, Don Coppock, Janet Crossland, Jayna Hubbard, Claire Carlton, Rene' Scott, Katie Pfitzer, Kim Johnson, Jeri Timm, Jerry Day, John MacDonald Travis Olson, Kendal Ingraham, Rachael Nelson, Mindy Morris, Janet Funston, Dana Kincaid, Fred Burke, Rob Gillespie, Randy Bird, Allen Allie

Public:
Other: Heidi Appel - General Counsel
Sergey Tarasov, FCS Group

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 June 10, 2019, Regular Meeting
 - b) Vouchers
 - c) Transfer of Account
 4. Employee Service Awards
Jayna Hubbard – 5 Years
Claire Carlton – 5 Years
Rene' Scott – 15 Years
 5. Unfinished Business
 6. New Business
 - a) Sergey Tarasov – FCS Group Presentation
 - b) Resolution #1688 Revised CWPU Inter-Local Agreement
 - c) Consideration for additional Broadband Technician Position
 7. Manager's Report
 - a) Steve Taylor - Administrative Report
 - b) John MacDonald – Strategic Work Plan Update
 - c) Kim Johnson – Strategic Work Plan Update
 - d) Allen Allie – Strategic Work Plan Update
 8. Other Business
 9. Public Comment
 10. Future Planning – Next Board meeting July 8, 2019
 11. Commissioners Meetings Attended
- III. Executive Session
- IV. Adjournment

I. **Business Meeting**

1. **Pledge of Allegiance**

Meeting attendees recited the Pledge of Allegiance.

2. **Review of Agenda**

The agenda was approved as presented.

3. **Approval of Consent Agenda**

a) **Minutes**

The Minutes of the June 10, 2019 meeting submitted for approval.

b) **Vouchers**

Vouchers submitted for approval: 151244 through 151339 in the amount of \$348,055.10; 1797, 1798, 1799, 1800, 151340 through 151424 in the amount of \$2,731,503.14; 1801 through 1804 and 151425 through 151436 in the amount of \$311,607.77.

c) **Transfers of Accounts**

Account transfers totaling \$2,944.89 and one conservation loan to be charged to uncollectible totaling \$1,920.13 submitted for approval.

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

4. **Employee Service Awards** – Jayna Hubbard 5 Years, Claire Carlton -5 Years, and Rene’ Scott-15 years.

The District hired Jayna Hubbard on June 23, 2014, as a relief customer service representative. Then in January 2015, Jayna was awarded the regular, full-time position in our Brewster office, the position she holds today.

The District also hired Claire Carlton on June 23, 2014, as a limited assignment, relief customer service representative. Then in January 2015, Claire went from limited assignment to full-time. In February 2018, Claire was awarded a regular full-time position in Okanogan, the position she still holds.

Leanne “René” Scott was hired on June 21, 2004, as a relief customer service representative. In January 2006, René was awarded a regular, full-time position as a customer service rep in our Omak office, the position she currently holds. She has been vital for billing and service orders for our broadband in addition to regular customer service duties.

5. Unfinished Business

There was no unfinished business presented.

6. New Business

a) Sergey Tarasov – FCS Group Presentation

Sergey Tarasov of FCS Group presented an overview of the rate study the District is undergoing.

b) Resolution No. 1688 Revised CWPU UIP Inter-Local Agreement

Resolution No. 1688 was presented to the board to revise the CWPU UIP Inter-Local Agreement for housekeeping of the current agreement.

Commissioner Vejraska moved, seconded by Commissioner Colyar to approve the Resolution. Motion passed unanimously.

c) Consideration for additional Broadband Technician Position

Broadband manager Ron Gadeberg presented a motion to the board regarding adding an additional Broadband Technician.

Commissioner Vejraska moved, seconded by Commissioner Colyar. Motion passed unanimously.

7. Manager's Report

a) Steve Taylor – Administrative

General Manager Steve Taylor reported the following:

- Signed Memorandum of Understanding with Bonneville Environmental Foundation regarding the community solar program
- Signed contract with Tollefson Construction for the Crumbacher Phase II underground rebuild not to exceed \$99,434.00
- Attended the CWPU meeting in East Wenatchee
- Reported Matt Stevie was selected to be on the Washington State Disaster Resiliency workgroup representing the PUD Districts

b) John MacDonald – Telecom Strategic Work Plan

John MacDonald, network manager/broadband engineer, reported on the Telecom strategic work plan.

MacDonald also presented the UTC APEX Award to the Board. Okanogan PUD was nominated by Rob Kahrman from Walker & Associates. The UTC APEX Award recognizes utilities that have completed compelling telecommunication projects; whether in emergencies or in steady-state, utility communications technology saves lives, protects property, and provide opportunities for communities to enhance economic prosperity.

c) Kim Johnson – Strategic Work Plan Update

Energy Services Coordinator Kim Johnson reported on her department's strategic work plan.

d) Allen Allie – Strategic Work Plan Update

Construction Design Manager Allen Allie gave a strategic work plan update for the engineering department.

8. Other Business

There were no items presented for discussion as other business.

9. Public Comment

There was no public comment.

10. Future Planning

The next regularly scheduled Commission meeting is Monday, July 8, 2019, at 3:00 p.m.

11. Commissioner Meetings Attended

Commissioner Colyar had no meetings to report.

Commissioner Asmussen had no meetings to report.

Commissioner Vejraska attended a meeting with the Colville Tribe on June 17th.

II. Executive Session

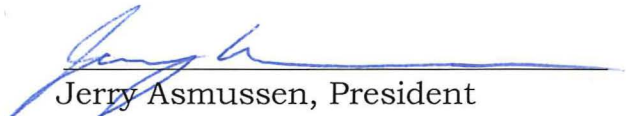
The regular meeting recessed at 5:25 p.m. and immediately reconvened into executive session at 5:30 p.m. to discuss with legal counsel representing the District, legal risks under RCW 42.30.110(1)(i). The executive session was expected to last 30 minutes, with action anticipated. The executive session recessed at 5:55 p.m.

The regular board meeting reconvened at 5:58.

Commissioner Vejraska motioned to authorize General Manager Taylor to execute a purchase and sale agreement with Martin Wick for the purchase of the Ophir Pole Yard and to take all actions and execute all documents as necessary to effectuate said purchase. Commissioner Colyar seconded. Motion passed unanimously.

III. **Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at p.m.6:00 p.m.


Jerry Asmussen, President


William C. Colyar, Vice President

ATTEST:


Scott Vejraska, Secretary