



**Minutes of the Regular Commission Meeting of
Public Utility District No. 1 of Okanogan County
Okanogan PUD Auditorium
1331 2nd Avenue North, Okanogan, WA
August 6, 2018
2:30 PM**

Present: Board: Jerry Asmussen, Scott Vejraska, Bill Colyar
Staff: Steve Taylor, Don Coppock, Ron Gadeberg, Allen Allie, John MacDonald, Reid Rubert, Jeri Timm, Wendy Foth
Other: Heidi Appel - General Counsel, Jim Rowland of The Rowland Company

Summary Agenda

- I. Call to Order
- II. Executive Session – 2:30 PM
- III. Business Meeting – 3:00 PM
 1. Pledge of Allegiance
 2. Review of Agenda
 3. Approval of Consent Agenda
 - a) Minutes of July 23, 2018 Regular Meeting
 - b) Vouchers
 4. Jim Rowland, The Rowland Company - Legislative Update
 5. Unfinished Business
 - a) Resolution No. 1665 - Equipment Surplus (Broadband)
 6. New Business
 - a) McMillen Jacobs Contract #JT 2018-24 Proposal
 - b) Resolution No. 1666 - Equipment Surplus (Electric)
 - c) Resolution No. 1667 - Equipment Surplus (Vehicle)
 - d) Industry representation assignments
 7. Manager's Report
 - a) Administrative
 - b) Engineering
 - c) Financial
 - d) Power
 - e) Telecom
 8. Other Business
 9. Public Comment
 10. Future Planning
 - a) Future Board Meeting Scheduling
 11. Meetings
- IV. Executive Session
- V. Adjournment

I. Call to Order

Commission President Jerry Asmussen called the regular meeting to order at 2:30 p.m.

II. Executive Session

The regular meeting was recessed at 2:30 p.m. and immediately convened into executive session to discuss with legal counsel representing the District legal risks of current or proposed action, pursuant to RCW 42.30.110(1)(i). The executive session was expected to last 30 minutes, with no action anticipated.

The executive session recessed 2:57 p.m.

III. Business Meeting

President Asmussen reconvened the regular meeting at 3:04 p.m.

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 July 23, 2018 regular meeting were submitted for approval.

b) Vouchers

The following Vouchers were submitted for approval: Numbers 1656 and 1657, 147759 through 147773, in the amount of \$301,250.34; and Numbers 147774 through 147837 in the amount of \$436,668.49; and 1658, 1659, 147838 through 147883 in the amount of \$337,171.58.

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve the Consent Agenda - items a and b. The motion carried unanimously.

4. Unfinished Business:

a) Resolution No. 1665 - Equipment Surplus (Broadband)

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve Resolution No. 1665 declaring certain equipment surplus and authorizing the sale or disposal thereof. The motion carried unanimously.

5. New Business:

a) McMillen Jacobs Contract # JT 2018-24

Commissioner Colyar moved, seconded by Commissioner Vejraska, to authorize General Manager Steve Taylor, to execute Contract JT 2018-24 with McMillen Jacobs Associates in an amount not to exceed \$123,010 for Enloe Dam Owner's Advisor Services through the remainder of 2018. The motion carried unanimously.

b) Resolution No. 1666 - Equipment Surplus (Electric)

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve Resolution No. 1666 declaring certain equipment surplus and authorizing the sale or disposal thereof. The motion carried unanimously.

c) Resolution No. 1667 - Equipment Surplus (Vehicle)

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve

Resolution No. 1667 declaring certain equipment surplus and authorizing the sale or disposal thereof. The motion carried unanimously.

d) Industry Representation Assignments

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve General Manager Steve Taylor's request to make changes to the current Commissioner and staff industry representation and committee delegate assignments as follows:

NoaNet Board Member:	Representative - Ron Gadeberg Alternate - John MacDonald
Northwest Public Power Association:	Representative - Steve Taylor Alternate - Bill Colyar
Public Power Council:	Representative - Steve Taylor Alternate - Ron Gadeberg
WPUDA Managers Committee:	Representative - Steve Taylor Alternate - Don Coppock

The motion carried unanimously.

6. Manager's Report:

a) Administrative

General Manager Steve Taylor addressed the board to thank them for the opportunity to serve as the District's General Manager.

Don Coppock, Director of Finance/Auditor reported that he signed the following contracts while he was Interim General Manager:

Mallett Sheet Metal & Roofing Contract No. RS 2018-20 not to exceed \$26,000 plus tax. This Contract is for the installation of approximately 5,950 square feet of Duro-Last PVC single-ply roof system at the Oroville PUD Warehouse, with 15 year NDL warranty.

Scott Jonas Contract No. NC 2018-22 not to exceed \$18,000 plus tax. This Agreement is for Technical Advisory Services.

Cates & Erb Change order #1 to Agreement #RS 2018-15 Due to a delay associated with archeological work on the Similkameen Trail washout project and unforeseen damage to three of the bridges six main beams, a change order in the amount of \$32,847.34, plus tax, is requested.

Commissioner Vejraska moved, seconded by Commissioner Colyar, to authorize General Manager Steve Taylor, to execute a change order to Contract RS 2018-15 with Cates & Erb, Inc., in an amount not to exceed \$32,847.34, plus tax for bridge repair and work delay. The motion carried unanimously.

b) Engineering

There was no engineering report.

c) Financial

Director of Finance/Auditor, Don Coppock provided a budget overview and customer statistical and financial report comparison of the 2017 Equity Management Plan to actuals for the 12 month period ending June 30, 2018.

Coppock also reported that S&P reaffirmed an A Rating for the District.

d) Power

Director of Power Resources and Broadband Services Ron Gadeberg reported wholesale power sales for the month of July 2018 were \$366,738, which placed monthly sales \$139,414 over budget and year-to-date sales \$1,069,675 over budget. Retail sales for June 2018 totaled \$3,429,819, placing monthly sales \$120,614 over budget and year-to-date sales \$1,805,399 under

budget. Combined wholesale and retail year-to-date sales are \$735,724 under budget.

e) **Telecom**

Director of Power Resources and Broadband Services Ron Gadeberg reported the District has 2,297 total wireless customers, including 1,659 Wi-Fi, 39 left on old Motorola Canopy and 599 on Cambium. Fiber customers total 429. Telecom billings on August 1, 2018 totaled \$258,078.66.

8. Other Business:

No other business was reported.

9. Public Comment:

Commissioner Asmussen thanked Interim General Manager Don Coppock for his service to the District during the time he represented the District as Interim General Manager.

10. Future Planning:

The commissioners scheduled the following regular board meetings: October 8th and 22nd; November 5th and 19th; and December 3rd and 17th.

The next regularly scheduled Commission meeting is Monday, August 20, 2018 at 2:30 p.m., with the first item of business being a 30-minute executive session followed by the regular business meeting at 3:00 p.m.

11. Meetings:

Commissioner Colyar had no meetings to report.

Commissioner Vejraska had no meetings to report.

Commissioner Asmussen reported he attended the Energy Northwest meeting in Richland on the 24th and the Energy Northwest Board of Directors meeting in Pasco on the 25th

IV. Executive Session:

An executive session was not held.

V. Adjournment:

There being no further business to discuss, the regular meeting was adjourned at 5:05 p.m.

Jerry Asmussen, President

ATTEST:

William C. Colyar, Vice President

Scott Vejraska, Secretary