



**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 10, 2020 - 3:00 PM**

Teleconference Availability Only:

Phone: 1-346-248-7799

Meeting ID: 136 009 349

Present:

Board: Scott Vejraska, Jerry Asmussen, Bill Colyar
Staff: Steve Taylor, Janet Crossland, Rob Gillespie, Dan
Simpson, Jerry Day, Wendy Foth
Staff Via Phone: Ron Gadeberg
Other: Heidi Appel, General Counsel
Public:

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 July 20, 2020, Regular Meeting
 - b) Vouchers
 - c) Transfer of Accounts
 4. Old Business
 - a) COVID-19 Update
 5. New Business
 - a) Resolution No. 1722 - Appointing Deputy Auditors
 - b) Resolution No. 1723 – Establishing Pole Attachment Rate
 - c) Resolution No. 1724 – Implementation of Electric Rate Schedule
 - d) Resolution No. 1709 – Modifying COPA
 - e) Resolution No. 1721 – Adopting District Financial Policy
 6. Administrative Reports
 - a) Steve Taylor - Managers Report
 - b) Ron Gadeberg – Power/Telecom Report
 - c) Janet Crossland – Financial Report
 - d) Rob Gillespie – July Treasurers Report
 7. Other Business

8. The next regularly scheduled Commission meeting is August 24, 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 3:07 p.m. due to technical difficulties.

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 July 20, 2020, were submitted for approval.

b) **Vouchers**

Vouchers submitted for approval: 2006, 2007, 2008, 155322 through 155380 totaling \$1,953,161.97; 2009, 2010, 2011, 155381 through 155428 totaling \$337,523.97; 2012 through 2015 and 155429 through 155437 totaling \$335,440.25; 155438 through 155488 totaling \$279,742.00

c) **Transfer of Accounts**

Invoice to be charged off to Uncollectible totaling \$909.24 submitted for approval.

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

4. **Old Business**

COVID-19 Update - General Manager Taylor reported the Governor extended the reconnect/disconnect governance until October. Currently, the District has 359 customers outstanding for a balance of \$53,000. Customer Service Representatives continue to work with account holders to make arrangements for unpaid balances.

5. New Business

a) Resolution No. 1722 – Appointing Deputy Auditor

Resolution No. 1722 – Appointing Deputy Auditor was presented to the Board to assign Megan Morrissey and Ron Gadeberg as Deputy Auditors due to the recent unexpected loss of employee Frederick B. Burke.

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve Resolution No. 1722, appointing Deputy Auditors Megan Morrissey and Ron Gadeberg as a first and final reading. The motion carried unanimously.

b) Resolution No. 1723 – Establishing the District’s Pole Attachment Rate

Resolution No. 1723 – Establishing the Districts Pole Attachment Rate was presented to the Board to begin the process of getting the Districts Pole Attachment rate updated in compliance with the rate calculations methodology specified in RCW 54.04.045(3), with the new rate of \$23.50 effective January 1, 2020.

Commissioner Colyar moved to approve Resolution No. 1723 as first reading only, Commissioner Vejraska seconded. Motion to pass Resolution No. 1723 first reading only passed unanimously.

c) Resolution No. 1724 – Reinstating the Implementation of District’s Electric Service Rate Schedules

Resolution No. 1724 – Reinstating the Implementation of District’s Electric Service Rate Schedules was presented to the Board. Due to COVID-19, the 2% revenue increase that was approved by Resolution No. 1713 was suspended. For the District to perform necessary capital projects and meet financial goals set forth in the District’s Equity Management Plan, the Electric Service Rate Schedules adopted by Resolution No. 1705 needs to be reinstated.

Commissioner Colyar moved to approve Resolution No. 1724 first and final. Commissioner Vejraska seconded the motion but requested first reading only. Commissioner Colyar amended his motion to approve Resolution No. 1724 to be first reading only, Commissioner Vejraska seconded. Motion to approve Resolution No. 1724 for first but not final reading passed unanimously.

d) Resolution No. 1709 – Modifying Changes to the Cost of Power Adjustment

Resolution No. 1709 – Modifying Changes to the Cost of Power Adjustment (COPA) was presented to the Board. This resolution authorizes rates to be automatically adjusted annually to reflect any increase in the cost of power during the District fiscal year. Starting with the year 2020, all twelve months will be analyzed for any increases in actual power costs over the previous fiscal year. Adjustments calculated according to the methodology in Resolution No. 1709 attachment; and adjustment to COPA will be implemented on April 1, the following year, and shall be in effect for twelve months.

Commissioner Colyar moved to approve 1709 first reading as written with the knowledge that there will be revisions made, Commissioner Vejraska seconded. The motion passed unanimously.

e) Resolution No. 1721 – Adopting a Financial Policy for the District

Resolution No. 1721 was presented to the Board to adopt a Financial Policy for the District. The Financial Policy will help better meet the strategic goals and needs of the District and its customers.

Commissioner Colyar moved to approve 1721 first reading only; Commissioner Vejraska seconded with the knowledge that there will be revisions made. The motion passed unanimously.

6. Administrative Report

a) Steve Taylor, Manager’s Report

General Manager Steve Taylor reported he signed:

- Tilson Technology Management, not to exceed \$15,000 for high-level design and associated bill of materials cost estimate for the City of Brewster.

General Manager Taylor had Chief Engineer Dan Simpson report on the transformer dissolved gas analysis.

Taylor reported on the following:

- The Governor signed an extension of proclamation regarding Open Public Meetings thru September 1
- Due to the continued concerns of COVID-19 Taylor requested to the Board that the District continue the 4-10 work schedule through January 1 and then see how things are going at that time
- Taylor sent a thank you letter to Hilary Franz regarding the quick action taken with the DNR regarding fires in our area and how it has saved some of our infrastructures
- The CEO of Bonneville Power Administration has moved to CallISO

b) Ron Gadeberg, Power/Telecom Report

Director of Power Resources and Broadband Services Ron Gadeberg reported wholesale power sales for July were \$184,303, which placed sales under budget by \$139,497 for the month. June retail sales were \$3,345,746, which was under budget by \$161,690. Gadeberg reported telecom billed \$276,174 as of August. Currently, the District has 2032 Cambium subscribers, 914 Wi-Fi subscribers totaling 2946 wireless customers, and 525 Fiber customers.

c) Janet Crossland, June Financial Report

Director of Accounting & Finance Janet Crossland provided a year-to-date budget overview and a customer statistical and financial report comparison of the Equity

Management Plan to actuals for the 12 months ending June 30, 2020. Additionally, Broadband customer statistics were provided.

d) Rob Gillespie, July Treasurer's Report

Treasurer Rob Gillespie presented an overview of cash transactions for July 2020. The District began the month with \$22,572,155.58 in cash and investments on hand; there were cash receipts of \$6,253,030.75 and \$5,930.85 in interest. Warrants paid totaled \$6,447,605.97, for an ending balance of cash and investments of \$22,383,511.21.

7. Other

8. Public Comment

9. Next Board Meeting

The next scheduled Board meeting is Monday, August 24, 2020.

10. Commissioner Meetings Attended

Commissioner Colyar had no meetings to report

Commissioner Vejraska had no meetings to report

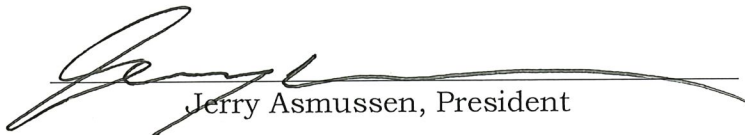
Commissioner Asmussen reported he attended a virtual Energy NW Board of Directors meeting on July 29

III. Executive Session

There was no executive session held.

IV. Meeting Adjournment

There being no further business to discuss, the meeting adjourned at 4:44 p.m.


Jerry Asmussen, President

William C. Colyar, Vice President

ATTEST:



Scott Vejraska, Secretary