



**PUBLIC UTILITY DISTRICT NO. 1 OF OKANOGAN COUNTY**

1331 Second Ave N. Okanogan, WA 98840

**Regular Commission Meeting Minutes**

Zoom Meeting Info: Phone: 1-346-248-7799 Meeting ID: 922 7822 8992

Join by Zoom Meeting Link: <https://zoom.us/j/92278228992> Meeting ID: 92278228992

August 12, 2024

**ATTENDEES:**

Board Members: Scott Vejraska, Bill Colyar, Jerry Asmussen  
Staff: Steve Taylor, Janet Crossland, Rob Gillespie, Ron Gadeberg, Wendy Foth, Dan Simpson, Randy Bird, Mindy Morris, Jerry Day, Jessica McCarthy, Dana Kincaid, Jeri Timm  
Staff Via Phone: Justin Dibble, Derik Groomes, Dale Dunckel  
Other: Heidi Appel, General Counsel  
Public: Wayne Stevie  
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 July 22nd, 2024
  - b) Vouchers
6. Unfinished Business
7. New Business
  - a) Resolution No. 1822 – Form 675 Signing Authority
  - b) Motion – RUS ReConnect Award WA 1707-A73
  - c) Resolution No. 1823 – IS Surplus
8. Administrative Reports
  - a) Steve Taylor – Managers Report
  - b) Janet Crossland – June Financial Report
  - c) Rob Gillespie – July Treasurer Report
9. Other Business
10. Commissioners Meetings Attended
11. The next Board of Commission meeting is scheduled for Monday, August 22<sup>nd</sup>, 2024

**III. Executive Session**

**IV. Adjournment**

**I. Call to Order**

President Vejraska called the meeting to order at 3:00 p.m.

**II. Business Meeting**

**1. Pledge of Allegiance**

Meeting attendees, as is customary, recited the Pledge of Allegiance to begin the meeting.

**2. Roll Call**

**3. Review of Agenda**

**4. Public Comment**

There was no public comment.

**5. Approval of Consent Agenda**

a) Minutes of July 22<sup>nd</sup>, 2024

b) Vouchers: 2759, 2760, 2761; 167805 through 167856 totaling \$941,656.93  
2762 through 2765; 167857, 167858 totaling \$437,563.87  
167902 through 167963, totaling \$587,871.85  
2767 through 2770; 167964, 167965, totaling \$470,079.23

Commissioner Colyar moved to approve the consent agenda items (a) and (b), seconded by Commissioner Asmussen; the consent agenda was approved unanimously.

**6. Unfinished Business**

There was no unfinished business discussed.

**7. New Business**

a) Resolution No. 1822 – Form 675 Signing Authority

Resolution No. 1822 was brought to the Board to authorize PUD officials to sign form 675 in connection with RUS ReConnect Award WA 1707-A73.

Commissioner Colyar motioned to approve Resolution No. 1820 first and final, seconded by Commissioner Asmussen. The resolution passed unanimously.

b) Motion – To execute closing documents in connection with the RUS ReConnect Award

Commissioner Asmussen moved to authorize General Manager Taylor to execute closing documents in connection with RUS ReConnect Award WA 177-A73, including Security Agreement, Guarantee Agreement, UCC Form, Deposit Account Control Agreement, and other forms as required by RUS. Commissioner Colyar seconded the motion. The motion passed unanimously.

c) Resolution No. 1823 – IS Surplus

Resolution No. 1823 was brought to the Board to surplus equipment that is either obsolete or no longer needed by the District.

Commissioner Colyar moved to approve Resolution 1823, first and final, seconded by Commissioner Asmussen. The resolution passed unanimously.

**8. Administrative Reports**

a) Steve Taylor, Managers Report

Taylor reported he signed:

- Wright Tree Service, Inc - NC 2024.11 Tree Trimming service not to exceed \$300,000
- Transformer Technologies LLC - MS 2024.08 Removal and transport of Tonasket substation transformer, not to exceed \$20,000
- RUS Guarantee Agreement

Taylor reported he attended PPC.

General Manager Taylor asked Public Information Officer Jessica McCarthy to report on what she learned at the Public Power Counsel meeting she attended with Taylor and Gadeberg.

Ron Gadeberg reported that Energy Northwest requested a letter of support for the CFI Grant application regarding EV charging and fueling infrastructure. The Board agreed that more information would be needed before supporting it.

General Manager Taylor presented the Board with a draft budget calendar. The Board agreed to the schedule.

A motion was brought to the Board to authorize GM Taylor to execute a grant/loan agreement with the Washington State Public Works Board under the 2024 Broadband Construction Funding Program for the Conconully FTTx Project, pending general counsel review.

Commissioner Asmussen motioned to authorize GM Taylor to execute the grant/loan agreement; Commissioner Colyar seconded, and the motion passed unanimously.

Customer Service Supervisor Mindy Morris reported that the District had received 2,700 applications totaling \$545,000 for the CCA program. The Customer Service Department has had to work hard to process all the applications.

HR Generalist Dana Kincaid reported that the District received 33 applications for the Accountant/Payroll position, which is currently open, and interviews should be next week. The new hire for facilities maintenance worker, Jerrod McNeil, started on August 5<sup>th</sup>.

b) Janet Crossland, June Financial Report

Janet Crossland, the director of Accounting and Finance, provided a comprehensive June financial report, including a detailed comparison of EMP to actuals and a monthly comparison of the change in net positions and KPIs. This thorough report aims to keep the audience well-informed and confident in the board's transparency.

c) Rob Gillespie – July Treasurers Report

Treasurer Rob Gillespie presented an overview of cash transactions in July 2024. The District began July with \$48,673,644.68 in cash and investments, cash receipts of 10,082,555.97, and interest of \$52,739.09. Warrants paid \$4,569,261.78 for an ending cash balance and assets of \$54,239,677.96.

Gillespie reported that the District received \$3,500,000 from auctioning a portion of our Climate Commitment Act no-cost allowances. The Board agreed that the money should be held in a separate account until decisions on the CCA sales and how these funds can be used are finalized.

**9. Other Business**

**10. Commissioner Meetings Attended**

**Commissioner Asmussen:**

- July 23<sup>rd</sup> - Traveled to Pasco for Energy Northwest
- July 24<sup>th</sup> – Board of Directors meeting
- July 25<sup>th</sup> – Executive meeting and traveled home

**Commissioner Colyar:** No meetings to report.

**Commissioner Vejraska:** No meetings to report.

**11. The next Board meeting is scheduled for Monday, August 26th.**

**III. Executive Session**

No executive meeting was held.

**IV. Adjournment at 4:22 p.m.**

  
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Scott Vejraska, President

  
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William C. Colyar, Vice President

ATTEST:

  
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Jerry Asmussen, Secretary