



**PUBLIC UTILITY DISTRICT NO. 1 OF OKANOGAN COUNTY**  
**1331 Second Ave N. Okanogan, WA**  
**REGULAR COMMISSION MEETING MINUTES**

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

Join by Zoom Meeting <https://zoom.us/j/92278228992> Meeting ID: 922 7822 8992

August 14<sup>th</sup> 2023

**ATTENDEES:**

Board Members:	Jerry Asmussen, Scott Vejraska, Bill Colyar
Staff:	Janet Crossland, Ron Gadeberg, Rob Gillespie, Wendy Foth, Jerry Day, Katie Pfitzer, Zeke Silverthorn
Staff Via Zoom/Phone:	Dale Dunckel, Steve Taylor, Mindy Morris, Debbie Dibble, Justin Dibble
Other Online:	Heidi Appel, General Counsel
Public:	No one from the public attended in person
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 24<sup>th</sup>, 2023, Regular Meeting
    - b) Vouchers
  6. Unfinished Business
  7. New Business
    - a) Resolution No. 1799 – Delaying COPA
    - b) Resolution No. 1800 – Equipment Surplus
    - c) Dave Warren Agreement
  8. Administrative Reports
    - a) Zeke Silverthorne, Engineering Intern Project Presentation
    - b) Janet Crossland, May Financial Report
    - c) Rob Gillespie, Treasurer Report
  9. Other Business
  10. Commissioners Meetings Attended
  11. The next Board of Commission meeting is scheduled for Monday, August 28, 2023
- III.** Executive Session
- IV.** Adjournment

**I. Call to Order**

Commission President 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. Roll Call**

**3. Review of Agenda**

No changes to the agenda were made.

**4. Public Comment**

There was no public comment.

**5. Approval of Consent Agenda**

**a) Minutes of July 24th, 2023, Regular Meeting**

**b) Vouchers**

Vouchers submitted for approval:

2577, 2578, 2579; 164651 through 164710 totaling \$603,944.38

2580 through 2583; 164711, 164712 totaling \$424,699.36

164713 through 164762 totaling \$499,330.61

164763 through 164830 totaling \$622,006.48

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

**6. Unfinished Business**

No unfinished business was discussed.

**7. New Business**

**a) Resolution No. 1799 – Delaying COPA**

Resolution No. 1799 was brought to the Board requesting that COPA be delayed until April 2024.

Commissioner Vejraska motioned to pass Resolution No. 1799, first reading only, seconded by Commissioner Colyar. The motion passed unanimously.

**b) Resolution No. 1800 – Equipment Surplus**

Resolution No. 1800 was presented to the Board to surplus certain equipment that is either obsolete or no longer needed.

Commissioner Vejraska motioned to pass Resolution No. 1800 first and final read. Commissioner Colyar seconded the motion. The Resolution passed unanimously.

**c) Dave Warren Agreement**

General Manager Taylor brought to the Board a change order for Dave Warren's contract to increase the price from \$2400 to \$3500 per month and change the effective date from December 31, 2023 to June 20, 2024. The Warren Group will provide general lobbying on behalf of Okanogan PUD.

The Board wanted to know how this would affect Jason Herbert's agreement with Energy Northwest. General Manager Taylor said he would meet with Energy Northwest and bring back information at the next meeting.

## **8. Administrative Reports**

### **a) Zeke Silverthorn, Engineering Intern Presentation**

Zeke Silverthorn, a Washington State University Senior, and Okanogan PUD Summer Intern, presented his final presentation to the Board about his internship with the District over the summer.

### **b) Janet Crossland – May Financial Report**

Janet Crossland, Director of Finance and Accounting, provided the May 2023 budget overview and customer statistical and financial report comparing the Equity Management Plan to actuals for the 12 months ending May 2023.

### **c) Rob Gillespie, June & July Treasurers Report**

Treasurer Rob Gillespie presented an overview of June and July 2023 cash transactions.

The District began the month of June with \$49,985,930.67 in cash and investments on hand, cash receipts of \$4,912,541.84, and \$234,974.76 in interest. Warrants paid \$4,251,280.99 for an ending cash balance and investments of \$50,882,166.28.

The District began the month of July with \$50,882,121.28 in cash and investments on hand, cash receipts of \$4,874,211.55, and \$54,709.13 in interest. Warrants paid \$4,172,793.08 for an ending cash balance and investments of \$51,638,248.88.

## **9. Other Business**

Commissioner Asmussen reported that General Counsel Appel is preparing General Manager Steve Taylor's contract to be presented at the next Board meeting.

## **10. Commissioners Meetings Attended:**

Commissioner Vejraska:

- 08.11.2023 met with 7<sup>th</sup> District Representatives in Riverside

Commissioner Colyar:

- No meetings attended

Commissioner Asmussen:

- 07.25.2023 Traveled to Pasco for Energy Northwest meetings
- 07.26.2023 Energy Northwest Board Meetings
- 07.27.2023 Traveled home

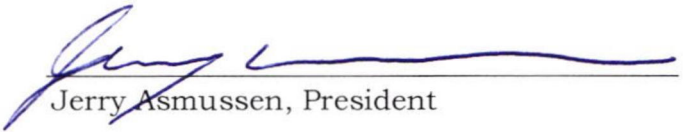
## **11. The next scheduled Board of Commissioners meeting is scheduled for Monday August 28, 2023.**

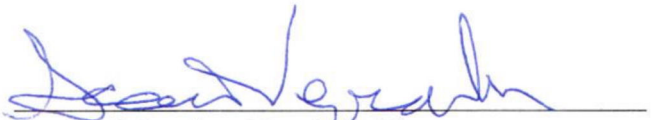
**III. Executive Session**

No executive session was held.

**IV. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 4:04 p.m.

  
Jerry Asmussen, President

  
Scott Vejraska, Vice President

ATTEST:

  
William C. Colyar, Secretary