



**Minutes of the Regular Commission Meeting of  
Public Utility District No. 1 of Okanogan County  
Okanogan PUD Auditorium  
1331 2<sup>nd</sup> Avenue North, Okanogan, WA  
December 7, 2020 - 3:00 p.m.**

Teleconference Information:

Phone: 346-248-7799 ID 922 7822 8992

**Present:**

Board: Jerry Asmussen, Bill Colyar, Scott Vejraska

Staff: Steve Taylor, Janet Crossland, Ron Gadeberg, Randy Bird, Wendy Foth, Katie Pfitzer, Dan Simpson, Mindy Morris, JJ Boettger, Jerry Day, Jeri Timm,

Other: Jim Rowland, Legislative Representative

Public via phone: No one from the public

**I. Call to Order**

**II. Business Meeting**

1. Pledge of Allegiance

2. Review of Agenda

3. Approval of Consent Agenda

a) Minutes of November 23, 2020, Regular Meeting

b) Minutes of November 23, 2020, Special Meeting

c) Vouchers

4. **Old Business**

a) Covid -19 Update

b) Emergency Declaration Fire Damage Update

c) Resolution No. 1733 – Approving 2021 Budget & adopting rate schedules

d) Resolution No. 1734 – Transfer from Rate Stabilization Fund

e) Resolution No. 1735 – Joint Use – Rules & Regs

5. **New Business**

a) Jim Rowland, Legislative Update

b) Resolution No. 1736 – Telecom and IS Surplus

c) Resolution No. 1737 – Revision to COPA Resolution No. 1709

6. **Administrative Reports**

a) Steve Taylor – Manager's Report

7. **Other Business**

8. **Next Meeting** - The next meeting regularly scheduled commission meeting is December 21, 2020, at 3:00 p.m.

a) Schedule future board meetings

b) Industry Committee Designees

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 3:00 p.m.

II. **Business Meeting**

1. **Pledge of Allegiance**

Meeting attendees recited the Pledge of Allegiance.

2. **Review of Agenda**

There were no changes to the agenda.

3. **Approval of Consent Agenda**

a) **Minutes**

Regular meeting minutes from November 23, 2020, were submitted for approval.

b) **Special Meeting Minutes**

Special meeting minutes from November 23, 2020, were submitted for approval.

c) **Vouchers**

Vouchers submitted for approval: 2074, 2075 156505 through 156557 totaling \$3,208,227.57; 2076, 2077, 2078, 156558 through 156602 totaling \$5,054,007.99; 2079 through 2082, 156603 through 156610 totaling \$356,457.59.

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

4. **Old Business**

a) **COVID-19 Update**

General Manager Taylor reported that COVID vaccination requirements are being monitored.

b) **Emergency Declaration – Fire damage update**

General Manager Taylor reported that local law enforcement agencies had contacted the District regarding downed conductors' theft. At this time, no arrests are being made, but the District does not want people trespassing, and they will be asked to leave.

c) **2021 Proposed Budget – Resolution No. 1733 – Approving the 2021 Budget & Adopting Rate Schedules**

General Manager Taylor stated that amendments to the resolution will be needed but would like approval of the first reading of Resolution No. 1733 to be passed. At the next Board meeting, changes to the rate schedule and budget line items will be made.

Commissioner Colyar motioned to approve the first reading of Resolution No. 1733 with changes to be made to rate schedule and line items at the next Board meeting. Commissioner Vejraska seconded the motion. Motion passed unanimously.

**d) Resolution No. 1734 – Transfer from Rate Stabilization Fund**

Resolution No. 1734 was presented to the Board for second reading regarding transferring funds from the Rate Stabilization Reserve Fund to the Revenue Fund to mitigate impact to customers and a repayment plan.

Commissioner Colyar motioned to approve the second and final reading of Resolution No. 1734 as written. Commissioner Vejraska seconded. Motion passed unanimously.

**e) Resolution No. 1735 – Joint Use – Rules & Regulations**

Resolution No. 1735 was presented to the Board for second reading regarding the Rules and Regulations for Joint Use of its Poles.

Commissioner Colyar motioned to approve the second and final reading of Resolution No. 1735 as written. Commissioner Vejraska seconded. Motion passed unanimously.

**5. New Business**

**a) Jim Rowland, The Rowland Company – Legislative Update**

Jim Rowland, Legislative Representative for the District, gave an update on recent election results and how they will affect the utility industry.

**b) Resolution No. 1736 – Telecom & IS Surplus**

Resolution No. 1736 – was presented to the Board for surplus equipment that is either obsolete or no longer needed.

Commissioner Vejraska motion to approve Resolution No. 1736 first and final, seconded by Commissioner Colyar, the motion passed unanimously.

**c) Resolution No. 1737 – Revision to COPA Resolution No. 1709**

Resolution No. 1737 was presented to amend Resolution No. 1709, which will change the date for resetting the cost of power adjustment to April 1, 2021.

Commissioner Colyar motioned to approve Resolution No. 1737 first and final read. Commissioner Vejraska seconded. Motion passed unanimously.

**6. Administrative Report**

**a) Steve Taylor, Manager's Report**

General Manager Steve Taylor requested a motion from the Board to continue the 4-10 workweek through 2021. After evaluating the overtime hours, there has been a minimal impact. The District has received positive feedback from the public with the extra half hour that offices are open.

Commissioner Vejraska motioned to continue the 4-10 workweek. Commissioner Colyar seconded. Motion passed unanimously.

Ron Gadeberg presented a snowpack report for the Commissioners.

**7. Other**

No other business was discussed.

## **8. Next Board Meeting**

The next scheduled Board meeting is Monday, December 21, 2020, at 3:00 p.m. Future meeting dates will be chosen at that meeting.

### **a) Schedule Future Board Meetings**

The Commissioners scheduled the following regular meetings in 2021: January 11 and 25; February 8 and 22; March 8 and 22; and April 12 and 26. The canceled meeting dates are January 4 and 18\*; February 1 and 15\*; March 1, 15 and 29; and April 5 and 19. \* Holidays

### **b) Industry Committee Designees & Board Positions**

Previous industry committee assignments were reviewed; there were no changes to the terms. 2021 Assignments are as follows:

Energy Northwest	Jerry Asmussen	Scott Vejraska
Energy Northwest (Participant Review Board)	Bill Colyar	Scott Vejraska
NoaNet Member Representative	John MacDonald	Steve Taylor
NoaNet Board Member	Ron Gadeberg	John MacDonald
Northwest Public Power Association (NWPPA)	Steve Taylor	Bill Colyar
Public Utility Risk Management Service (PURMS)	Steve Taylor	Heidi Appel
Public Power Council	Ron Gadeberg	Steve Taylor
Okanogan County Watershed Planning Unit	Scott Vejraska	Jeri Timm
WPUDA Round Table	Jerry Asmussen	Scott Vejraska
WPUDA Government Relations	Jerry Asmussen	Bill Colyar 1st Alternate Scott Vejraska 2nd Alternate
WPUDA Communications Committee	Sheila Corson	Jerry Asmussen
WPUDA Education	Jerry Asmussen	Scott Vejraska
WPUDA Energy Committee	Jerry Asmussen	Scott Vejraska
WPUDA Telecom Committee	Jerry Asmussen	Bill Colyar 1st Alternate Scott Vejraska 2nd Alternate

### **2021 Commissioner Assignments**

Commissioner Vejraska motioned to leave the Commission assignments as is for the 2021 year. Commissioner Colyar seconded. Motion passed unanimously.

President Jerry Asmussen

Vice President Bill Colyar

Secretary Scott Vejraska

## **9. Commissioner Meetings Attended**

Commissioner Vejraska attended:

- December 3 – Teleconference with Tim Thompson, Jeri Timm, and General Manager Taylor

Commissioner Colyar attended:

- December 2 – WPUA Annual Conference - opening reception (virtual)
- December 3 – WPUA Annual Conference (virtual)
- December 4 – WPUA Annual Conference (virtual)

Commissioner Asmussen attended:

- December 2 – WPUA Annual Conference - opening reception (virtual)
- December 3 – WPUA Annual Conference (virtual)
- December 4 – WPUA Annual Conference (virtual)

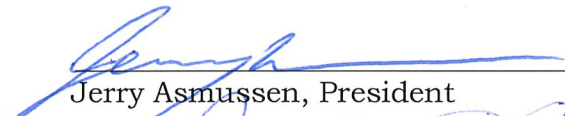
## **10. Public Comment**

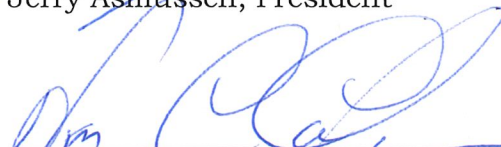
### **III. Executive Session**

The regular meeting recessed at 4:22. The Board went into executive session at 4:40 under RCW 42.30.110(1)(g) for General Manager Steve Taylors evaluations for 30 minutes. The executive session ended at 5:15 p.m.


### **IV. Meeting Adjournment**

There being no further business to discuss, the meeting adjourned at 5:15 p.m.

  
Jerry Asmussen, President

  
William C. Colyar, Vice President

ATTEST:

  
Scott Vejraska, Secretary