



**Minutes of the Regular Commission Meeting of
Public Utility District No. 1 of Okanogan County
Okanogan PUD Auditorium
1331 2nd Avenue North, Okanogan, WA
December 16, 2019 - 3:00 PM**

Present: Board: Jerry Asmussen, Bill Colyar, Scott Vejraska
Staff: Steve Taylor, Don Coppock, Ron Gadeberg, Janet Crossland,
Jeri Timm, Allen Allie, Kim Johnson, John MacDonald, Wendy
Foth, Sheila Corson, Dale Dunckel, Jerry Day, Randy Bird,
Mindy Morris, Katie Pfitzer, Fred Burke, Allen Allie, Nick
Christoph
Other: Heidi Appel, General Counsel
Jim Rowland, The Rowland Group
Public: Joseph Enzensperger

I. Call to Order

II. Business Meeting

1. Pledge of Allegiance
2. Review of Agenda
3. Approval of Consent Agenda
 - a) Minutes of December 2, 2019, Regular Meeting
 - b) Minutes of December 9, 2019 Workshop
 - c) Vouchers
4. Old Business
 - a) Resolution No. 1699 – 2nd Reading Vehicle Replacement Reserve Fund
5. New Business
 - a) Jim Rowland, Legislative Update
 - b) Resolution No. 1701 – 2020 Final Budget
 - c) Resolution No. 1702 – Equipment Surplus
 - d) Motion for Asplundh Tree Expert Contract
 - e) Enloe Dam Safety and Maintenance Project - SEPA
6. Manager's Report
 - a) Steve Taylor - Administrative Report
 - b) Kim Johnson – Energy Services Strategic Work Plan Update
 - c) Allen Allie – Construction Design Strategic Work Plan Update
 - d) John MacDonald – Telecom Strategic Work Plan Update
 - e) Don Coppock – October Financial Report
 - f) Ron Gadeberg – Power/Telecom Report

- g) Janet Crossland – November Treasurers Report
- 7. Other Business
- 8. Public Comment
- 9. Next Board meeting December 30, 2019 @ 3:00 P.M.
- 10. Commissioners Meetings Attended
- III. Executive Session
- IV. Adjournment

Summary Agenda

I. 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

Meeting minutes from December 2, 2019, were submitted for approval.

b) Special Meeting Minutes

Meeting minutes from Budget Workshop on December 9, 2019, submitted for approval.

c) Vouchers

Vouchers submitted for approval: 153220 through 153303 totaling \$336,827.96; 1887 through 1890 and 153209 through 153219 totaling \$325,585.04; 1885, 1886, 153160 through 153208 totaling \$2,844,360.31.

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

4. Old Business

a) Resolution No. 1699 – 2nd Reading Vehicle Replacement Reserve Fund

Resolution No. 1699 was brought back for the 2nd reading after the addition of including all surplus vehicle sales proceeds to the replacement Fund.

Commissioner Colyar moved, seconded by Commissioner Vejraska, to approve Resolution No. 1699 with the change.

5. New Business

a) Jim Rowland, The Rowland Company

Jim Rowland, legislative representative for the District, gave an update on items to expect for the upcoming legislative session:

- 60-day session
- Initiative 979
- Cap & Invest (trade)
- Fuel Standards
- Broadband
- Jeff Morris resignation

Representative Rowland asked for Board direction on Cap & Invest, Fuel Standards, and Broadband. He would like this information before January 13th when he heads back to Olympia.

b) Resolution No. 1701 – 2020 Budget Approval

Don Coppock presented a review of the proposed 2020 budget information along with the proposal of not having a person at the Omak office; there will be a daily pickup/dropbox for customers in the Omak areas convenience. The budget includes a 2% revenue increase.

Commissioner Colyar made a motion to approve Resolution No. 1701. Commissioner Vejraska seconded. Motion passed 2 to 1 with Commissioner Vejraska voting against the 2020 budget.

c) Resolution No. 1702 – Equipment Surplus

Resolution No. 1702 requested for the disposal or sale of surplus telecom equipment that the District no longer uses.

Commissioner Colyar made a motion to approve Resolution No. 1702 Commissioner Vejraska seconded. The motion passed unanimously.

d) Motion for Asplundh Tree Expert Contract

Motion to obtain authorization for the Right of Way Superintendent to execute Contract No. NC 2020-01 with Asplundh Tree Expert Co. in an amount not to exceed \$800,000 for electrical system tree trimming in the PUD service area for the 2020 work year.

Commissioner Colyar made a motion to approve the Asplundh tree trimming contract, Commissioner Vejraska seconded. The motion passed unanimously.

e) Enloe Dam Safety and Maintenance Project - SEPA

A motion to obtain authorization for the General Manager to issue a State Environmental Policy Act (SEPA). Notice of Action for the Mitigated Determination of Non-significance for the Enloe Dam Safety Repair and Maintenance Project and proceed with the project.

Commissioner Vejraska made a motion to approve the Enloe Dam Safety and Maintenance project (SEPA). Commissioner Colyar seconded. The motion passed unanimously.

6. Manager's Report

a) Steve Taylor - Administrative Report

General Manager Taylor reported he signed the following:

- Bonneville Environmental Foundation Monetary Grant Agreement, Approval for \$50,000
- Notice to retain the SEPA Mitigation Determination of Non-Significance for the Enloe Dam Safety Repair and Maintenance project

Taylor reported he attended the annual WPUA meeting.

b) Kim Johnson – Strategic Work Plan update

Energy Services Coordinator Kim Johnson gave a summary of her department's Strategic Work Plan.

c) Allen Allie – Construction & Design Strategic Work Plan Update

Allen Allie reported on several projects the Construction and Design department has been working on including:

- WSDOT analysis numbers for Highway 97 should be in by the 2nd week of January
- Crumbacher conduit should finish up in February
- Dixon Hill - Riverside rebuild also should be completed in February
- Ridgeplace
- Moccasin Flat Phase 1 completed

d) John MacDonald – Strategic Work Plan update

John MacDonald reported on the following projects that the telecom department has been working on:

- Old data to new data on the latest fiber maintenance program
- Demand generation tool software
- Network vulnerability testing with no problems
- Fiber rebuilds

e) Don Coppock - October Financial Report

Director of Accounting & Finance Don Coppock gave a financial report providing copies of the customer statistical comparison of the Equity Management Plan to actuals for the 12 months ending October 31, 2019. Additionally, Broadband customer statistics were provided.

f) Ron Gadeberg – Power/Telecom Report

Director of Power Resources and Broadband Services Ron Gadeberg reported wholesale power sales for November in the amount of \$151,915, which placed 2019 sales over budget

by \$139,402. Retail sales for October 2019 totaled \$3,852,773, which put retail sales \$463,720 over budget. Combined year-to-date wholesale and retail sales are \$3,137,395 under budget.

Gadeberg reported for Telecom the District billed as of December 1, \$262,595.90. Currently, the District has 1113 Cambium subscribers, 1422 Wifi subscribers, and 475 Fiber for a total of 3010 customers.

g) Janet Crossland – Treasurers Report

Treasurer Janet Crossland presented an overview of cash transactions for November 2019. The District began the month with \$22,201,324.96 in cash and investments on hand; there were cash receipts of \$3,726,312.04 and \$9,261.34 in interest. Warrants paid totaling \$4,035,883.19, for an ending balance of cash and investments of \$21,901,015.15.

7. Other Business

There was no other business discussed.

8. Public Comment

Joseph Enzensperger made a public comment regarding Enloe Dam questioning the Board as to where they are going with the dam.

9. Next Board Meeting

The next scheduled meeting was December 30, 2019, of which Commissioner Colyar motioned to cancel. Commissioner Vejraska seconded. The motion passed unanimously. The next scheduled Commission meeting is Monday, January 6, 2020, beginning at 3:00 p.m.

10. Commissioner Meetings Attended

Commissioner Colyar attended the budget workshop on December 9th.

Commissioner Vejraska attended the watershed meeting on December 5th and the budget workshop on December 9th.

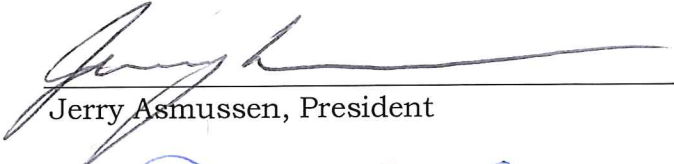
Commissioner Asmussen attended the budget workshop on December 9th.

Executive Session

The regular meeting recessed at 5:34 p.m. and immediately reconvened into executive session at 5:40 p.m. to discuss under RCW 42.30.110(1)(i) current litigation and legal risks. The executive session was expected to last fifteen minutes, with no action anticipated. The executive session recessed at 5:56 p.m.

II. Meeting Adjournment

There being no further business to discuss, the meeting adjourned at 5:56 p.m.


Jerry Asmussen, President


William C. Colyar, Vice President

ATTEST:


Scott Vejraska, Secretary