



**Minutes of the Regular Commission Meeting of
Public Utility District No. 1 of Okanogan County
Okanogan PUD Auditorium
1331 2nd Avenue North, Okanogan, WA
September 10, 2018
2:30 PM**

Present: Board: Jerry Asmussen, Scott Vejraska, Bill Colyar
Staff: Don Coppock, Randy Bird, Rob Chilcote, Janet Funston,
Janet Crossland, Fred Burke, Allen Allie, John MacDonald,
Dale Dunckel, Jerry Day, Kendal Ingraham, Wendy Foth
Other: Heidi Appel - General Counsel

Summary Agenda

- I. Call to Order
- II. Executive Session – 2:30 PM
- III. Business Meeting – 3:00 PM
 1. Pledge of Allegiance
 2. Review of Agenda
 3. Approval of Consent Agenda
 - a) Minutes of August 20, 2018 Regular Meeting
 - b) Vouchers
 4. Employee Service Awards

Rob Chilcote	15 Years
Janet Funston	25 Years
 5. Unfinished Business
 6. New Business
 - a. Motion for Eaton Contract No. NC 2018-23
 - b. Resolution No. 1669 Broadband Surplus
 - c. Energy Northwest Resolution
 7. Manager’s Report
 - a. Administrative
 - b. Engineering
 - c. Financial
 - d. Power
 - e. Telecom
 8. Other Business
 9. Public Comment
 10. Future Planning
 11. Meetings
- IV. Governance Policy Review Workshop
- V. Adjournment

I. Call to Order

Commission President Jerry Asmussen called the regular meeting to order at 2:30 p.m.

II. Executive Session

The regular meeting was recessed at 2:30 p.m. and immediately convened into executive session to discuss with legal counsel representing the District current litigation, pursuant to RCW 42.30.110(1)(i). The executive session was expected to last 30 minutes, with no action anticipated.

The executive session recessed 3:00 p.m.

III. Business Meeting

President Asmussen reconvened the regular 3:03 p.m.

1. Pledge of Allegiance:

Meeting attendees recited the Pledge of Allegiance.

2. Review of Agenda:

Add New Business Section c) Energy Northwest Resolution

3. Approval of Consent Agenda:

a) Minutes

The Minutes of the August 20, 2018 regular meeting were submitted for approval.

b) Vouchers

The following Vouchers were submitted for approval: Numbers and 1666, 1667, 148089 through 148103, in the amount of \$314,327.47; and Numbers 1668, 148104 through 148148 in the amount of \$186,430.08; Numbers 1669, 1670, 148149 through 148209 in the amount of \$354,323.28; 1671, 1672, 148210 through 148227 in the amount of \$311,502.93; 148228 through 148284 in the amount of \$187,404.86

Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve the Consent Agenda. Motion carried unanimously.

4. Employee Service Awards

Rob Chilcote – 15 years

Robert Chilcote started with the District on September 2, 2003 as a meter clerk. At the end of the AMI project, in 2010 Rob's job reassigned to a warehouseman, where he works in the transformer shop. Rob has represented the District by volunteering with the Boy Scouts and serves as an umpire for youth sports.

Janet Funston – 25 years

Janet Funston started with the District on September 13, 1993 as an account clerk in Oroville. That same year, Janet applied for and received the payroll position headquartered in Okanogan. Then in 2006, Janet became the financial analyst, the title she still holds today.

5. Unfinished Business:

There was no unfinished business to report on.

6. New Business:

a) Motion for Eaton Contract

Obtain authorization for the General Manager to execute Contract No. NC 2018-23 with Eaton Corporation in an amount not to exceed \$272,566.00 for engineering and design services for rebuilding the Tonasket substation. Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve. Motion carried unanimously.

b) Resolution No. 1669 Broadband Surplus

Declaring certain equipment surplus and authorizing the sale of or disposal. Commissioner Vejraska moved, seconded by Commissioner Colyar, to approve. Motion carried unanimously.

c) Energy Northwest Horn Rapids Solar Storage

Discussion regarding resolution for Energy Northwest Horn Rapids Solar, Storage, and Training Project. Draft resolution, first reading.

7. Manager's Report:

a) Administrative

General Manager Steve Taylor reported he and Commissioner Colyar met with Lisa Pelly and others from Trout Unlimited regarding Enloe Dam. General Manager Taylor and Jeri Timm met with Arnie Marchand. General Manager Taylor and commissioner Vejraska met with Cody Desautel. Taylor will be traveling to Walla Walla for the NWPPA Board meeting Wednesday September 12.

b) Engineering

Construction Design Manager, Allen Allie reported on an average all work orders are right on track. Twisp Winthrop Tap is rescheduled to begin next spring. Allen also reported on Ophir to Crazy Rapids, DOT clear zone, Chicken Creek Substation, the transformer bid, tower inspections, BPA Top project and the Tonasket Substation.

c) Financial

Director of Accounting, Finance and Administration, Don Coppock provided a budget overview and customer statistical and financial report comparison of the 2017 Equity Management Plan to actuals for the 12-month period ending July 31, 2018. Coppock also went over the warrants for the month.

d) Power

Dale Dunckel, WECC Compliance/Power Analyst, reported for Director of Power Resources and Broadband Services Ron Gadeberg. Wholesale power sales for the month of August 2018 were \$48,442, which placed monthly sales \$78,422 over budget and year-to-date sales \$1,148,097 over budget. Retail sales for July 2018 totaled \$3,919,803, placing monthly sales \$169,197 under budget and year-to-date sales \$1,974,596 under budget. Combined wholesale and retail year-to-date sales are \$826,499 under budget.

e) Telecom

Network Manager/Broadband Engineer, John MacDonald reported for Director of Power Resources and Broadband Services Ron Gadeberg for Telecom. The District has 2,327 total wireless customers, including 1,670 Wi-Fi, 2 left on old Motorola Canopy and 655 on Cambium. Fiber customers total 436. Telecom billings on September 1, 2018 totaled \$256,262.34.

8. Other Business:

There was no other business reported

9. Public Comment:

There was no public comment

10. Future Planning:

Reminder: September 24 at 6:30 p.m. after regular board meeting there will be the public comment session held at The Brewster Community Center @ 601 West Cliff Ave, Brewster, WA.

11. Meetings:

Commissioner Colyar reported he attended meeting with General Manager Steve

Taylor and Trout Unlimited. He had a phone conference with PRB and also attended the Energy Northwest dinner in Twisp and went to the Okanogan County Fair booth.

Commissioner Vejraska reported he met with General Manager Taylor and Tribal Representative Cody Desautel on the 7th.

Commissioner Asmussen reported he met with General Manager Taylor and also attended Dan Boettger's retirement party on the 31st. He also attended the Energy Northwest dinner in Twisp.

IV. Governance Policy Review:

A review of the Governance Policy was started. Review will continued at the board meeting scheduled for October 8.

V. Adjournment:

There being no further business to discuss, the regular meeting adjourned at 7:03 p.m.

Jerry Asmussen, President

ATTEST:

William C. Colyar, Vice President

Scott Vejraska