



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

January 29, 2024

ATTENDEES:

Board Members: Scott Vejraska, Jerry Asmussen, Bill Colyar
Staff: Steve Taylor, Janet Crossland, Ron Gadeberg, Wendy Foth,
Carson Wooschlager, JJ Boettger, Dale Dunckel, Matt Stevie,
Dan Simpson, Jeri Timm, Katie Pfitzer, Randy Bird, Mindy
Morris
Other: Heidi Appel, General Counsel
Other Via Zoom/Phone: Dave Warren, The Warren Group
Staff Via Zoom/Phone: Dale Dunckel, Justin Dibble, Derik Groomes
Public: Chris Fisher
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 January 16th, 2024
 - b) Vouchers
 6. Unfinished Business
 - a) Wayne Umberger
 - b) Public Relations Coordinator position (Public Information Officer)
 7. New Business
 - a) Enloe Dam Annual Training – Catrin Bryan, Director of Dam Safety, McMillen Inc.
 - b) Dave Warren, Legislative Updates
 - c) Olympic Electric – Change Order
 8. Administrative Reports
 - a) Steve Taylor - Manager Report
 - b) Allen Allie – Engineering Report and FEMA update
 - c) Janet Crossland - November Financial Report
 - d) Ron Gadeberg – Power Update
 9. Other Business
 10. Commissioners Meetings Attended
 11. The next Board of Commission meeting is scheduled for Monday, February 12th, 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 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 January 16th, 2024 Regular Meeting

b) Vouchers

Vouchers submitted for approval:

2662 through 2665; 166246 through 166306 totaling \$3,973,074.14

2666, 2667, 166307 through 166350, totaling \$986,730.70

2668 through 2671; 166351, 16352 totaling \$451,886.63

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

a) Wayne Umberger – Property Discussion

The topic was tabled until further notice.

b) Public Relations Coordinator Position

When the final job description is completed, a copy needs to be provided to the Board for further review. General Counsel Appel noted that if some of the items requested by the Board are required for this position, the pay grade may need to be changed to Grade 13.

The title of this position is also to be changed to Public Information Officer.

7. New Business

a) Catrin Bryan - Enloe Dam Annual Training

Catrin Bryan, Director of Dam Safety from McMillen Inc., provided the Enloe Dam annual training for the Board of Commission and staff.

b) Motion – Olympic Electric, Inc. Change Order

Engineering Manager Allen Allie presented a motion to the Board authorizing the GM to execute a change order for Olympic Electric contract NC 09.2023, increasing the contract by \$850,000 for a new not to exceed price of \$1,922,357.50.

Commissioner Asmussen motioned to have General Manager Taylor authorize the change order for contract No. NC 09.2023 for an additional \$850,000 for Olympic Electric, not to exceed \$1,922,357.50, seconded by Commissioner Colyar. The motion passed unanimously.

Allie reported on the Cold Spring Fire FEMA. Things are moving forward.

Allie reported the new Tonasket substation was completed the week of November 13th and came in at five million with only a few items left to complete: PT installation, fencing grounding panels, lights, cameras, and static wire.

c) Dave Warren – Legislative Update

Dave Warren of the Warren Group provided a legislative update via Zoom.

8. Administrative Reports

a) Managers' Report

General Manager Taylor reported he signed:

- NISC – Third Party Software Esri Bundle - \$285 Engineering Software
- Asplundh Tree Expert LLC – Electrical System Tree Trimming not to exceed \$1,200,000
- Ashworth Leininger Group – Third-party verification audit for PUD greenhouse gas emission report – not to exceed \$8,500.

General Manager Taylor introduced the newest member of the PUD team, Carson Wooschlagher. Carson is taking Debbie Dibble's position as an IS Technician. Carson previously worked for the county. Dibble is retiring after 19 years with the District.

Taylor reported that Jason Herbert is leaving Energy Northwest. With Herbert leaving and Dave Warren retiring in June, Taylor asked for the Boards guidance on how they would like to proceed with legislative updates. It is possible that the new Public Information Officer could take on this role. More discussion on this will ensue.

General Manager Taylor reported that Public Power Council had invoiced the PUD in the amount of \$2,164.00 to be used for member contribution to PPC's special fund designed for review of BPA's authorizations, authorities and obligations as they pertain to imposing additional costs on the BPA power customers.

The Board agreed that PPC does a good job for PUDs and that that invoice can be paid.

Taylor reported that the Co-Op wants to buy the Tonasket transformer.

Taylor reported on the engineering department changes: Allen Allie was awarded the Capitol Improvements Project Manager position. Dan Simpson will be the Chief Engineer and Allie's current position will be changed to Distribution Engineer Supervisor, which will be posted shortly.

b) November Financial Report

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

Crossland asked the Board if they would like any changes to the financial presentations. Crossland suggested maybe a monthly income statement review, expanding on the year-end KPIs, providing a quarterly equity management comparison, and doing away with the last three graphs on a monthly basis. The Board agreed with the proposed changes.

c) Power Update

Ron Gadeberg, Director of Power Resources and Broadband, provided the Board with a breakdown of how the cold snap and the cost of purchasing power during that time will affect the District. Gadeberg also provided a snowpack report.

9. Other Business

There was no other business to discuss.

10. Commissioners Meetings Attended

Commissioner Asmussen:

- January 23rd, 2024 – Traveled to Energy Northwest
- January 24th, 2024 – Energy Northwest Board of Directors
- January 25th, 2024 – President of Westinghouse presented, nominating committee for Tim Sheldon's position, and traveled home

Commissioner Colyar:

- No meetings attended

Commissioner Vejraska:

- January 25th, 2024 – Tim Thompson Enloe update
- January 29th, 2024 – Met with County Commissioners about Fiber to Conconully project


11. The next scheduled Board of Commissioners meeting is scheduled for Monday, February 12th, 2024.

III. Executive Session

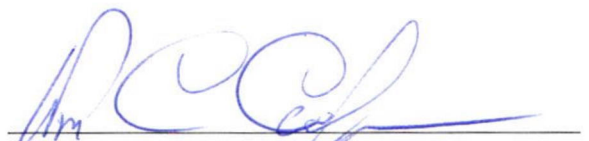
No executive session was held.

IV. Meeting Adjournment

There being no further business to discuss, the meeting adjourned at 4:49 p.m.




Scott Vejraska, President



William C. Colyar, Vice President

ATTEST:



Jerry Asmussen, Secretary