



PUBLIC UTILITY DISTRICT NO. 1 OF OKANOGAN COUNTY

1331 Second Ave N. Okanogan, WA 98840

Regular Commission Meeting Minutes

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

Join by Zoom Meeting Link: <https://zoom.us/j/92278228992> Meeting ID: 92278228992

June 10, 2024

ATTENDEES:

Board Members: Scott Vejraska, Bill Colyar, Jerry Asmussen
Staff: Steve Taylor, Janet Crossland, Ron Gadeberg, Wendy Foth, Dan Simpson, Randy Bird, Mindy Morris, Jerry Day, Katie Pfitzer, Roy Schwilke, Ryan Lafferty
Staff Via Phone: Justin Dibble, Derik Groomes, Dave Smith
Other: Heidi Appel, General Counsel
Public: No one from the public attended in person
Public Via Zoom: One unidentified person attended online from the public

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 May 20th, 2024
 - b) Vouchers
 - c) Minutes of Special Meeting June 3rd, 2024
 - d) Transfer of Accounts
6. Unfinished Business
7. New Business
8. Administrative Reports
 - a) Steve Taylor – Managers Report
 - b) Janet Crossland – 1st Quarter Financial Report
 - c) CETA Exit Audit
9. Other Business
10. Commissioners Meetings Attended
11. The next Board of Commission meeting is scheduled for Monday, June 24th, 2024

III. Executive Session under (1)(i) current or potential litigation

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 were made to the agenda.

4. Public Comment

There was no public comment.

5. Approval of Consent Agenda

a) Minutes of May 20th, 2024

b) Vouchers

2729, 2730, 2731; 167331 through 167379 totaling \$2,241,117.08

2732, 2733; 167380 through 167419 totaling \$1,537,740.57

2734 through 2737; 167420, 167421 totaling \$444,348.77

167422 through 167459 totaling \$542,639.84

c) Minutes of Special Meeting June 3rd, 2024

d) Transfer of Accounts

Commissioner Asmussen moved to approve the consent agenda items (a) through (d), seconded by Commissioner Colyar; the consent agenda was approved unanimously.

6. Unfinished Business

There was no unfinished business to discuss.

7. New Business

There was no new business to discuss.

8. Administrative Reports

a) Steve Taylor, Managers Report

General Manager Taylor asked to discuss the CETA audit first in his report. Taylor reported two of the Commissioners were able to attend the audit and asked if there were any questions regarding the audit. Commissioners and staff discussed the findings.

Taylor reported he signed:

- CETA 01.01.2019 through 12.31.2021 exit audit letter
- Paycor HR software agreement not to exceed \$16,140.01
- Moss Adam's exit letter

General Manager Taylor attended PPC in Portland.

General Manager Taylor asked the Board if they wanted to extend the Warren Group contract through 2025. Dave Warren was going to retire in June 2024 but agreed he would stay on

through the end of June 2025 with an additional \$500 per month totaling \$4000 per month for lobbying and consulting. The Board agreed to keep Warren Group through June 2025.

General Manager Taylor brought a motion to the Board regarding the Washington State Department of Commerce for Washington Families Clean Energy Credits Grant Program.

Commissioner Colyar motioned to authorize District staff to enter a contract with the State of Washington Department of Commerce for the Washington Family Clean Energy Credits Grant Program, subject to Commerce amending the grant insurance requirements. Bill credits for at or below 80% AMI will be prioritized, by exclusive sign-ups through July 31, 2024. Beginning August 1, 2024, bill credits will be expanded to customers up to 150% AMI. This program is subject to funding. Commissioner Asmussen seconded. Motion passed 2 to 1.

b) Janet Crossland, First Quarter Financial Report

Director of Accounting and Finance Janet Crossland provided a first-quarter report that included a Comparison of EMP to actuals, and a monthly comparison of change in net positions and KPIs.

General Manager Taylor requested guidance on how to proceed with the upcoming budget process. The Board would like to see what the District can do with 0% to 3% rate increase scenarios.

Commissioner Vejraska requested an update on FEMA funds at the next meeting.

Ron Gadeberg provided a snowpack report. Reported this being the 7th worst water year in history.

9. Other Business

Commissioner Vejraska mentioned that Commissioner Asmussen was recognized as Tonasket citizen of the year.

10. Commissioner Meetings Attended

Commissioner Asmussen:

- May 22nd – Zoomed WPUA Strategic Planning
- May 23rd – Zoomed WPUA presentation on Low Income Energy Assistance
- June 3rd – Zoomed CETA exit audit meeting

Commissioner Colyar:

No meetings to report.

Commissioner Vejraska

- May 28th – Dan Newhouse meeting
- June 3rd – Attended the CETA exit audit meeting

11. The next board meeting is scheduled for Monday, June 24th.


III. Executive Session

The regular Board meeting ended at 4:43 with an executive session beginning at 4:50, lasting for 15 minutes for discussion with legal counsel about current or potential litigation under RCW 42.30.110 (1)(i) with no action anticipated.

IV. Adjournment at 5:05 p.m.



Scott Vejraska, President



William C. Colyar, Vice President

ATTEST:



Jerry Asmussen, Secretary