

**Skamania County Public Utility District #1
Regular Meeting of the Board of Commissioners**

February 16th, 2010

A regular meeting of the Board of Commissioners was called to order by President Curt Esch at 9:00 a.m. at the PUD office in Carson, WA. The following persons were present: Commissioner Curt Esch; Commissioner Dennis Gale; Manager, Bob Wittenberg; Auditor, Chris Iobst; Attorney, Ken Woodrich.

Commissioner Gale made a **motion** to approve the Minutes of the February 1, 2010 Meeting. Commissioner Esch stepped down and **seconded** the motion. The minutes were **approved** by a 2-0 vote.

Wittenberg presented amended Minutes from the December 21, 2009 Meeting to include the approval of Resolution #2334 which were inadvertently omitted. Commissioner Esch stepped down and **seconded** the motion. The minutes were **approved** by a 2-0 vote.

Commissioner Clyde Leach entered the Meeting at 9:20 a.m.

NEW BUSINESS

- **Radcomp Technologies – Maintenance Contract** – Ryan Kreps and Joe Rowan of Radcomp discussed a proposed maintenance contract for the District’s computer equipment. Kreps noted that daily monitoring of the system would prevent extended server and computer outages, potentially saving overall costs. Rowan will send a draft contract to Woodrich for review and for Board consideration.

OLD BUSINESS

- **Resolution #2337 – Open Door & Whistle Blower Policy** –

At 9:40 a.m., Commissioner Esch requested the Meeting move into Executive Session to discuss the performance of an employee, estimated for 15 minutes.

At 9:55 a.m., Executive Session was extended an additional 15 minutes.

At 10:05 a.m., Executive Session was extended an additional 10 minutes.

At 10:18 a.m., Executive Session was extended an additional 5 minutes.

At 10:30 a.m., The Meeting reconvened in Regular Session with no action taken.

Commissioner Leach made a **motion** to table Resolution #2337 until a later Meeting. Commissioner Gale **seconded**, and the motion was **carried unanimously**.

- **Resolution #2338 – Purchasing Water Connections From Customers** – Wittenberg presented Resolution #2338 outlining the Board’s ability to purchase water connections back from customers on an individual basis, considering usability, availability, ability to serve, the current Water System Plan, and to not pay more than the original purchase price. Commissioner Leach made a **motion** to adopt Resolution #2338. Commissioner Gale **seconded**, and the motion was **approved unanimously**.
- **Underwood Connection Buyback** – The Board considered purchasing an Underwood Water Connection from a customer wishing to sell it back. Commissioner Leach made a **motion** to purchase the connection back at the original purchase price of \$600. Commissioner Gale **seconded**, and the motion was **carried unanimously**.

NEW BUSINESS (Cont.)

- **Resolution #2185 – Bidding Procedures** – Wittenberg reviewed Resolution #2185, adopted in 2002, noting the need to update the language and dollar limits to match current legislation. Woodrich discussed penalty provision language that could be added to contracts to prevent contractors from contacting employees at home or other inappropriate actions.

Commissioner Leach left the meeting at 11:45 a.m.

- **Resolution #2339 – Investment Authority for 2010** – Iobst presented Resolution #2339 to designate employees with investment authority for 2010. Resolution #2339 designates Auditor, Chris Iobst, Deputy Auditor, Shonna Taylor and Accountant, Salvie Stevens with investment authority with the Skamania County Treasurer. Commissioner Gale made a **motion** to approve Resolution #2339. Commissioner Esch stepped down and **seconded**, and the motion was **carried by a 2-0 vote**.

MANAGER’S REPORT

- **Packwood Hydro Update** - Wittenberg presented options regarding the District’s 1% share of the Packwood Hydro Project. He noted the District could bring the power to load, turn it off, or transfer it to another utility. He reviewed conversations with Clallam PUD who may be interested in taking the District’s share for the associated conservation credits. Wittenberg noted that BPA is requesting a decision on the plans for the District’s share by March 1st, 2010. Commissioner Gale made a **motion** authorizing the Manager to negotiate a contract with Clallam PUD for the use of the District’s 1% share of the Packwood output. Commissioner Esch stepped down and **seconded**, and the motion was **carried by a 2-0 vote**.

- **January Outage Report** - Wittenberg reviewed January outages.

ATTORNEY’S REPORT

- **Financial Report Schedule** - Iobst presented the 2010 Schedule for Financial Reports and Work Orders, noting the schedule allows adequate time for preparation and review of the District’s yearly financial reports.
- **Bad Debt Write-Offs** - Senior Accounting Clerk, Lisa Allen, presented a list of customers with bad debt totaling \$1,532.92. Commissioner Gale made a **motion** to approve the list of customers with bad debt to turn over to collections. Commissioner Esch stepped down and **seconded**, and the motion was **carried by a 2-0 vote**.

COMMISSIONERS’ REPORT

- **Commissioner Gale** - Gale reported on his attendance at an NRU meeting, noting discussions about other small utilities that did not purchase substations from BPA. There was talk of subsidizing the high delivery charges those utilities face, and Gale mentioned his preference that those utilities wishing for subsidies should have to share costs associated bonds, maintenance and WECC compliance.

VOUCHER APPROVAL

The following vouchers were approved for payment by a **motion** made by Commissioner Gale.

Voucher	Number	Amount
Electric System	44519-44607	\$ 743,397.62
Carson Water	5564-5571	\$ 4,665.28
Underwood Water	3302-3305	\$ 57,802.82

Commissioner Esch stepped down and **seconded**, and the motion was **carried unanimously**.

The Meeting **adjourned** at 12:05 p.m.

Curt C. Esch, President

Clyde D. Leach, Secretary

The next regular scheduled Board of Commissioner's Meeting will be:
Monday, March 1st, 2010 at 9:00 a.m..