

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

April 18, 2016

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; Commissioner Liz Green; General Manager Brent Bischoff; Auditor Jasen McEathron; Accountant/HR Generalist Jennifer Jackson; and Attorney Ken Woodrich

MINUTES:

- Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the April 4, 2016 Regular Meeting minutes. **Motion passed unanimously.**

PUBLIC COMMENT:

- None.

OLD BUSINESS:

- None.

NEW BUSINESS:

- **Test Well Archeological Survey PSC Ratification – Archeological Services, LLC.** - Manager Bischoff presented for ratification a professional services contract with Archeological Services, LLC to complete an archaeological survey for the Carson test well project. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to ratify the professional services contract with Archeological Services, LLC for an estimated amount of \$3,032.16. **Motion passed unanimously.**
- **Electric System Study PSC – Electrical Consultants, Inc. (ECI)** - Manager Bischoff presented a professional services contract with ECI to complete a 10-year planning study of the electric distribution system. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize Manager Bischoff to sign the PSC with ECI in the amount of \$39,000. **Motion passed unanimously.**

ATTORNEY’S REPORT:

- The Board entered into Executive Session at 9:25 a.m. to discuss litigation per RCW 42.30.110(1)(i) for a duration of 1 hour. Commissioner Esch, Commissioner Green, Commissioner Gale, Manager Bischoff, Auditor McEathron, Attorney Woodrich, and Attorney Terry Mundorf of Marsh Mundorf Pratt Sullivan & McKenzie were in attendance. Executive Session was extended 60 minutes and ended at 11:25 a.m.

There was a five-minute break at 11:25 a.m. and the meeting resumed at 11:30 a.m.

Attorney Woodrich announced there was no action taken in Executive Session. Attorney Mundorf was directed to proceed with negotiations with the Department of Justice as discussed.

NEW BUSINESS CONTINUED:

- **BPA Under-billing Payment Agreement** - Auditor McEathron presented an Extended Payment Agreement with BPA to repay a \$128,922 claim that was the result of BPA under billing Skamania during the period June through December 2015. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize Manager Bischoff to sign the agreement with BPA to pay the claim of \$128,922 with the payment terms established in Exhibit A. **Motion passed unanimously**

DISCUSSION ITEMS:

- **Underwood Water System Service Policy**- Manager Bischoff discussed the development of water system policies for the Underwood water system.
- **WPUDA Managers Committee Vice Chair/Chair Invitation** – Manager Bischoff discussed the invitation he received to serve as the WPUDA Managers Committee Vice Chair and Chairman in the coming two years.

MANAGER’S REPORT:

Manager Bischoff reported on the following items:

- March Outage Report
- Phone conversation and email exchange with County Commissioner Chris Brong regarding the water system at the Wind River Business Park.

AUDITOR’S REPORT:

- **Bad Debts** - Auditor McEathron presented bad debts in the amount of \$4,433.41. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the bad debts in the amount of \$4,433.41. **Motion passed unanimously.**
- **Fund Balance Report March 2016** - Auditor McEathron presented the March 2016 Fund Balance Report.
- **Work Order System Update** - Auditor McEathron provided an update on the work order system and discussed the desire of staff to seek consulting services to assist with the final implementation.
- **New Office Copier** - Auditor McEathron discussed the anticipated lease of a new office copier under the KCDA contract.
- **Energy Efficiency Budget** – Auditor McEathron discussed the status of the Energy Efficiency budget through the first quarter of the BPA rate period and the Town of North Bonneville’s street lighting project. Further discussions will be held at the next meeting regarding the allocation of the budget amongst the customer classes.

COMMISSIONER’S REPORT:

- Commissioner Green reported on her attendance at the WPUDA Annual Business meeting, April 13-15.

CALENDAR:

- WPAG Meeting April 21, 2016
- Energy NW Board Meeting April 27, 2016
- PPC Meeting May 5, 2016
- NWPPA Annual Conference May 16-18, 2016
- WPUDA Meetings July 13-15, 2016

VOUCHER APPROVAL:

Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the vouchers audited and certified as required by RCW 42.24.080 and RCW 42.24.090 for Electric \$442,706.64, Carson Water \$2,284.41 and Underwood Water \$2,196.42. **Motion passed unanimously.**

Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve legal costs vouchers #53304, 53320, and 53325 for \$10,990.74, audited and certified as required by RCW 42.24.080 and RCW 42.24.090. **Motion passed with two votes for (Commissioners Gale and Green) and one abstention (Commissioner Esch).**

| Voucher | Numbers | Amount |
|------------------------|---|---------------|
| Electric | 53241-53247 53288-53303 53305-53319 53321-53324 53326-53341 | \$442,706.64 |
| Electric – Legal Costs | 53304, 53320, 53325 | \$10,990.74 |
| Carson Water | 6641-6644 | \$2,284.41 |
| Underwood Water | 3883-3884 | \$2,196.42 |

PUBLIC COMMENT:

- None.

Meeting adjourned at 1:02 p.m.

Curt Esch, President

Liz Green, Secretary

The next regular scheduled Board of Commissioners’ Meeting will be
Monday, May 2, 2016 at 9:00 a.m.