

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

August 3, 2015

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 Liz Green; Commissioner Curt Esch; Commissioner Dennis Gale; General Manager Brent Bischoff; Auditor Jasen McEathron; Accountant/Human Resources Generalist Jennifer Jackson; and Attorney Ken Woodrich.

**MINUTES:**

- Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the July 20, 2015 Regular Meeting minutes. **Motion passed unanimously.**
- Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the July 23, 2015 Special Meeting minutes. **Motion passed unanimously.**

**PUBLIC COMMENT:**

- None

**NEW BUSINESS:**

- **Tree Trimming Bids** – Manager Bischoff proposed letters rejecting bids in response to RFQ #15-5 Tree Trimming Services for Power Lines as they exceed the budget for the project. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** approval that letters be sent rejecting the bids. **Motion passed unanimously.**
- **Duggan Falls Water System Feasibility Study-DOH** – Manager Bischoff presented the proposed contract from the Department of Health for the grant for the feasibility study of the Duggan Falls Water System. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize the Manager to sign the contract with the Department of Health contingent on any subcontractor meeting the rate limitations outlined in Attachment II, Section 15, page 35 of 41. **Motion passed unanimously.**
- **Energy Efficiency Rebate Schedule** – Auditor McEathron presented the Rebate Schedule, updated to include the Advanced Strips-IR Sensing as a new direct-install measure. Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the Rebate Schedule as presented. **Motion passed unanimously.**

**ATTORNEY’S REPORT:**

The Board entered into Executive Session at 9:31 a.m. to discuss Litigation and Acquisition of Real Estate per RCW 42.30.110(1)(i) and (b) respectively for a duration of 30 minutes. Commissioner Green, Commissioner Gale, Manager Bischoff, Auditor McEathron, and Attorney Woodrich were in attendance. Commissioner Esch recused himself from the Executive Session until 9:43 a.m. Executive Session was extended 5 minutes. Executive Session ended at 10:05 a.m. No official action was taken. Staff was directed to proceed.

There was a 5 minute break at 10:05 a.m. The meeting resumed at 10:10 a.m.

**NEW BUSINESS CONTINUED:**

- **Customer Request-Carson Water Connect** – Manager Bischoff presented a customer request to sell a Carson water connect he owns but cannot use, due to county land use constraints, to the owner of another lot in the same subdivision. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize the Manager to refund the customer for the original purchase price for one water connect in the amount of \$5,000. **Motion passed unanimously.**
- **Resolution No. 2502 – Electric Construction Reserve Fund Transfer** – Auditor McEathron presented Resolution No. 2502. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2502 authorizing the transfer of \$52,369.62 from the Electric Construction Fund to the Electric General Fund. **Motion passed unanimously.**
- **Resolution No. 2503 – Carson Water Construction Reserve Fund Transfer** – Auditor McEathron presented Resolution No. 2503. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2503 authorizing the transfer of \$11,115.52 from the Carson Water Construction Fund to the Carson Water General Fund. **Motion passed unanimously.**
- **Resolution No. 2504 – Underwood Water Construction Reserve Fund Transfer** – Auditor McEathron presented Resolution No. 2504. Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2504 authorizing the transfer of \$1,960.41 from the Underwood Water Construction Fund to the Underwood Water General Fund. **Motion passed unanimously.**
- **Resolution No. 2505 – Underwood Substation-Construction Reserve Fund Transfer** – Auditor McEathron presented Resolution No. 2505. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2505 authorizing the transfer of \$172,511.05 from the Electric Construction Fund to the Electric General Fund. **Motion passed unanimously.**
- **Resolution No. 2501 – Series 2015 Bond Issue; Nancy Neraas, Bond Counsel Foster Pepper** - Nancy Neraas with Foster Pepper presented Resolution No. 2501, authorizing the Series 2015 Bond sale process, the Preliminary Official Statement, and the Underwriters Report. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2501, authorizing the issuance and sale of Utility Revenue and Refunding Bonds not to exceed \$12,000,000. **Motion passed unanimously.**

There was a 10 minute break at 11:43 a.m. The meeting resumed at 11:53 a.m.

**OLD BUSINESS:**

- None

**DISCUSSION ITEMS:**

- None

**MANAGER’S REPORT:**

Manager Bischoff reported on the following items:

- Water Systems Updates: posting of the Water Supply Update on the PUD website; water source status for Underwood and Carson water systems; production and usage in the Carson system is lower than past years for the high temperatures we are experiencing.
- Electric System Update: progress of the mapping project; progress of the Underwood substation construction; BPA’s BP-16 rate case is complete and Skamania PUD forecast rate increase for wholesale from BPA is 6.1% for power services and 4.8% for transmission services.
- The CAD drafting intern has nearly completed the electric plant assembly drawings and his internship is drawing to a close. We intend to establish a professional services contract with him to maintain our CAD drawings as revisions are needed.

**AUDITOR’S REPORT:**

- **Renewable Energy System Cost Recovery Program** – Auditor McEathron reported three solar customers applied for the WA State Renewable Energy Cost Recovery Incentive Program. Customer rebate payments are expected to amount to \$7,258.14 for 13,441 kwh of generation, and the PUD will recover these costs by claiming a Public Utility Tax credit. The Board requested staff research whether the PUD can charge an administration fee for processing the rebates.

**COMMISSIONER’S REPORT:**

- Meeting Report: Commissioner Green reported on her recent attendance at Energy Northwest Board Meeting.

**CALENDAR:**

- PPC Meeting August 6, 2015
- WPAG August 20, 2015
- WPUA Meetings September 16-18, 2015

**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. **Motion passed unanimously.**

<b>Voucher</b>	<b>Numbers</b>	<b>Amount</b>
Electric	<b>52226-52230</b>	<b>\$ 54,159.43</b>
Electric	<b>52276-52323</b>	<b>\$411,825.20</b>
Carson Water	<b>6520-6525</b>	<b>\$ 22,337.40</b>
Underwood Water	<b>3822-3823</b>	<b>\$ 2,302.39</b>

There was a 30 minute break for lunch at 12:43 p.m. The meeting resumed at 1:13 p.m. for a strategic planning session.

**BOARD WORKSHOP – STRATEGIC PLANNING**

No action taken.

Meeting adjourned at 3:00 p.m.

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**Curt Esch, President**

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**Liz Green, Secretary**

The next regular scheduled Board of Commissioners' Meeting will be  
**Monday, August 17, 2015 at 9:00 a.m.**