

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

January 19, 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; Project Coordinator Melanie Sharp; and Attorney Ken Woodrich.

**MINUTES:**

- Commissioner Green asked that the word “retiring” be added to the minutes when referencing Commissioner health care benefits. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the January 5, 2014 Regular Meeting minutes as corrected. **Motion passed unanimously.**

**PUBLIC COMMENT:**

- None.

**OLD BUSINESS:**

- **Resolution No. 2481 – Customer Deposit Fund True Up Ratification & Delegation to Auditor** – Auditor McEathron presented Resolution No. 2481 ratifying the year-end true up in the customer deposit fund to reflect actual deposits and delegation of specified investment authority to the auditor. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2481. **Motion passed unanimously.**

**NEW BUSINESS:**

- **Resolution No. 2483 – Electric Construction Fund Transfer** – Auditor McEathron presented Resolution No. 2483 transferring \$125,370.36 from the electric construction to the electric general fund. After further discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2483. **Motion passed unanimously.**
- **Underwood Substation Rebuild** – Manager Bischoff presented the bid recommendation from IEC Corp. for the Underwood substation control building. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize the Manager to approve the control building purchase with Schweitzer Engineering Laboratories, Inc., in the amount of \$166,724.99. **Motion passed unanimously.**

**DISCUSSION ITEMS:**

- **New Large Load Policy Draft**– Manager Bischoff discussed the draft new large load (NLL) policy establishing guidelines for providing electrical service to new large loads. Manager Bischoff gave an overview of the policy including options for defining a NLL and assigning Tier 2 power costs.

## **ATTORNEY'S REPORT:**

The Board entered into Executive Session at 10:00 a.m. to discuss Potential Litigation per RCW 42.30.110(1)(i) for a duration of 30 minutes. Executive Session was extended 45 minutes. Commissioner Green, Commissioner Gale, Auditor McEathron, Attorney Woodrich, and Manager Bischoff were in attendance. PUD contract Attorney Ramsey Ramerman participated by telephone. Commissioner Esch excused himself from the Executive Session. Executive session ended at 11:15 a.m.

## **DISCUSSION ITEMS CONTINUED:**

- **Electric Rate Structure** – Auditor McEathron discussed the electric rate structure options for combining the large commercial and small industrial rate classes. Auditor McEathron discussed a two-tiered rate option and a single rate option. The Board requested that staff provide a draft of the rate hearing presentation material for their review.
- **Draft Resolution No. 2482 – Bond Reimbursement**– Auditor McEathron discussed the draft Resolution No. 2482, required by the U.S. Treasury in order to reimburse capital reserves with future bond proceeds for specific capital improvement costs. The Board requested that staff move forward with Option B where the PUD Commission identifies by resolution the capital projects(s) and estimated costs to be reimbursed with bond proceeds.
- **Disconnect Policy and Late Fees** - Auditor McEathron discussed a customer concern regarding late fees applied in accordance with the PUD's Disconnect Policy and Procedures. The Board took no action to change policy or reverse late fees.

There was a 5 minute break at 12:10 p.m. The meeting resumed at 12:15 p.m.

## **MANAGER'S REPORT:**

- **Outage Report** – Manager Bischoff presented the outage report for 2014.
- **Hydrogeologic Study** – Manager Bischoff reported that he has received the draft hydrogeologic study and Mark Yinger will be presenting the results of the study at an upcoming board meeting.
- **New Carson Reservoir Siting Study** – Manager Bischoff provided an update of the new Carson Reservoir project.
- **Underwood Substation Project** – Manager Bischoff gave an update of the Underwood substation project.
- **Arc Flash Hazard Clothing and Fall Restraint Policies** – Manager Bischoff reported that staff is working to develop policies in response to new OSHA rules requiring arc flash hazard/flame retardant (FR) clothing and additional fall restraint equipment for PUD employees.
- **Underwood Bluff Electric Line** – Manager Bischoff discussed a landowner's concerns regarding the overhead electric line that crosses his property on the Underwood bluff. Manager Bischoff discussed vegetation removal efforts and potential options and benefits of relocating and undergrounding the line.

**AUDITOR’S REPORT:**

- **Bad Debts**– Auditor McEathron presented bad debts in the amount of \$1,079.91. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve bad debts in the amount of \$1,079.91. **Motion passed unanimously.**
- **2014 BPA Power Cost Report** – Auditor McEathron presented the 2014 BPA power costs.
- **Human Resources/Work Order Specialist** – Auditor McEathron reported the PUD will be advertising the Human Resources/Work Order Specialist position in February. Manager Bischoff discussed the transition process.
- **Billing Error** – Auditor McEathron discussed billing errors associated with two Skamania County electric accounts. Auditor McEathron reported the PUD will be meeting with county officials to resolve the matter.
- **Tablet Purchase** – Auditor McEathron provided an update on the tablet purchases for Commissioners.
- **Efficiency Services Group**- Auditor McEathron reported that Efficiency Services Group will be providing a report at an upcoming meeting.

**COMMISSIONER’S REPORT:**

- The Commissioners reported on their attendance at the WPUDA meeting.

**CALENDAR:**

- The Energy NW Board Meeting is scheduled for January 28, 2015.
- The PPC Meeting is scheduled for February 5, 2015.
- The WPUDA Meetings are scheduled for February 18-20, 2015.

**VOUCHER APPROVAL:**

After discussion, 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.**

Voucher	Number	Amount
Electric System	51469-51523	\$269,169.01
Carson Water	6426-6431	\$1,422.57
Underwood Water	3768-3771	\$615.26

**PUBLIC COMMENT:**

- Sherry Esch asked if the Commission was developing a policy regarding the use of personal electronic devices.

- Diane Green commented on the value of the annual outage report.

Meeting adjourned at 1:50 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, February 2, 2015 at 9:00 a.m.**