

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

September 1, 2020

A regular meeting of the Board of Commissioners was called to order by Commissioner Dave McKenzie at 9:01 a.m. The following persons were in attendance: Commissioner Dave McKenzie, Commissioner Dan Boyes, Attorney Rick Hughes, General Manager John Goodman, Manager of Finance & Administration Randy Payne. Commissioner Liz Green and Administrative-Records Specialist Kelly Tennison attended via teleconference.

APPROVAL OF THE AGENDA:

- Commissioner Boyes made a **motion** and Commissioner Green **seconded** to approve the September 1, 2020 Agenda as amended to include an executive session to review the performance of a public employee. **Motion passed unanimously.**

MINUTES:

- Commissioner Boyes made a **motion** and Commissioner Green **seconded** to approve the August 18, 2020 Regular Meeting minutes as corrected. **Motion passed unanimously.**

PUBLIC COMMENT:

- No public comment.

STAFF REPORT:

- John Goodman noted that the new meter reader started today. He also noted the PUD will be looking to hire a lineman in near future.

OLD BUSINESS:

- **Resolution No. 2720 – Broadband Feasibility Study Grant** – Resolution No. 2720 regarding the Broadband Feasibility Study Grant in the approximate amount of \$50,000 was discussed. Commissioners and staff agree to continue to do more research before moving forward with the grant. **No action was taken.**

NEW BUSINESS:

- None.

ATTORNEY’S REPORT:

Attorney Rick Hughes discussed the following:

- Governor Proclamation 20-28.6 expires as of today, he expects there will be an extension but has not heard of one at this time.
- Feasibility of telecom services and potential financial arrangements.
- PUD guidelines and mandates regarding COVID-19.

LEGISLATIVE UPDATE:

- The Commissioners discussed legislation that could potentially affect the PUD.

DISCUSSION ITEMS:

- The effect COVID-19 has had on local businesses.
- Possible COVID-19 procedures at the PUD.

MANAGER’S REPORT:

- **Professional Services Contract RFQ #20-5- Electrical Distribution System Services**– Mr. Goodman presented Professional Services Contract RFQ #20-5 with Michels Power, a Division of Michels Corporation in the amount of \$95,484.13, before applicable state and local taxes for Electrical Distribution System Services. Commissioner Boyes made a **motion** and Commissioner Green **seconded** to authorize Mr. Goodman to sign the Professional Services Contract. **Motion passed unanimously.**

Mr. Goodman discussed the following:

- Pole Attachment Agreement with NocTel Communications, Inc.
- Radio system update options.
- Possible timing of the PUD office re-opening.

AUDITOR’S REPORT:

- **NISC Membership**– Mr. Payne discussed the requirement of the PUD to sign up for NISC membership along with a \$100 application fee to start negotiations for new software. Commissioner Boyes made a **motion** and Commissioner Green **seconded** to authorize Mr. Payne to submit the application with the \$100 fee. **Motion passed unanimously.**

Mr. Payne discussed the following:

- 2021 budget workshop. After discussion with Commissioners, a budget workshop will be scheduled for Friday, September 11 at 8:00 a.m.
- COSA update - FCS is working on an updated report.
- COVID-19 hardship report update will be emailed to commissioners once complete.

COMMISSIONER’S REPORT:

- Commissioner Boyes noted his attendance at the Skamania County commissioner meeting.
- Commissioner McKenzie noted is attendance at the Energy Northwest meeting.
- Commissioner Green noted her attendance at the WPAG meeting.

CALENDAR:

- PPC – September 2-3, 2020
- WPUA Association Meetings – September 16-18, 2020
- Energy Northwest – September 23, 2020
- WPAG – September 23, 2020

VOUCHER APPROVAL:

Commissioner Boyes 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 ACH/Wire Transfers, Pre-issued and Regular, Carson Water ACH/Wire Transfer and Regular and Underwood Water ACH/Wire Transfer as presented. **Motion passed unanimously.**

| Voucher | Numbers | Amount |
|---------|---------|--------|
|---------|---------|--------|

| | | |
|-------------------------------|---------------|---------------|
| <u>Electric</u> | | |
| ACH/Wire Transfers | 8800077 | \$ 29,357.33 |
| Pre-issued | 59333 – 59340 | \$ 150,278.97 |
| Regular | 59341 - 59380 | \$ 99,038.15 |
| <u>Carson Water</u> | | |
| ACH/Wire Transfers | 8800021 | \$ 1,173.26 |
| Pre-issued | | |
| Regular | 7365 - 7371 | \$ 7,350.78 |
| <u>Underwood Water</u> | | |
| ACH/Wire Transfers | 8800020 | \$ 191.86 |
| Pre-issued | | |
| Regular | | |

The Board entered into Executive Session at 10:53 a.m. to review the performance of a public employee per RCW 42.30.110(1)(g) for a duration of 15 minutes. Commissioner McKenzie, Commissioner Boyes, Attorney Rick Hughes, Mr. Goodman and Mr. Payne were in attendance. Commissioner Green attended via teleconference. Executive Session ended at 11:07 p.m. No action was taken in Executive Session.

GENERAL DISCUSSION:

- Mr. Payne noted the State Audit will start on September 8th and will all be done off site.
- The Commissioners discussed an email received from a rate payer.

At 11:32 a.m. Commissioner Green exited the meeting.

DOCUMENT SIGNING:

- The Commissioners participated in signing documents.

Commissioner Boyes made a **motion** and Commissioner McKenzie **seconded** to adjourn the Regular Meeting at 11:33 a.m. **Motion passed unanimously.**



Liz Green, President



Dan Boyes, Secretary

The next scheduled Board of Commissioners' Meeting will be
Tuesday, September 15, 2020 at 9:00 a.m.