

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

February 2, 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:

- After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the January 19, 2014 Regular Meeting minutes. **Motion passed unanimously.**

PUBLIC COMMENT:

- None.

NEW BUSINESS:

- **Energy Efficiency Update** – Paul Rich with Efficiency Services Group provided an update of the PUD energy efficiency program and information on the direct install lighting-showerhead program.
- **Substation Structural Steel Bid Award** – Manager Bischoff presented the bid recommendation from IEC Corp. for the Underwood substation structural steel package. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize the Manager to approve the structural steel purchase with Wesco Distribution in the amount of \$64,604.92. **Motion passed unanimously.**

Break for 5 minutes at 9:55a.m., the meeting reconvened at 10:00a.m.

OLD BUSINESS:

- **Carson Source Study** –Mark Yinger with Mark Yinger Associates presented the hydrogeologic study of the Lower Wind River Valley.

DISCUSSION ITEMS:

- **Carson Reservoir Site Study** - Kyle Thompson with Murray Smith & Associates presented the new Carson reservoir site study.

NEW BUSINESS CONTINUED:

- **Resolution No. 2485 – Commissioner Tablet Device Policy** – Auditor McEathron presented draft Resolution No. 2485 establishing a policy for the proper use, maintenance, and security of PUD tablet devices assigned to Commissioners. The Commissioners suggested some modification and additions to the draft policy. Staff will revise the policy for review at the next meeting.

ATTORNEY'S REPORT:

The Board entered into Executive Session at 12:00 p.m. to discuss Potential Litigation per RCW 42.30.110(1)(i) for a duration of 15 minutes. Executive Session was extended 25 minutes. Commissioner Green, Commissioner Gale, Commissioner Esch, Auditor McEathron, Attorney Woodrich, and Manager Bischoff were in attendance. Executive session ended at 12:40 p.m.

OLD BUSINESS:

- **Resolution No. 2484 – Retiree Health Benefits** – Auditor McEathron presented Resolution No. 2484 establishing health care continuation standards for retiring employees and commissioners. The Commissioners and Attorney Woodrich discussed edits to the policy.
- **Resolution No. 2482 – Bond Reimbursement** – Auditor McEathron presented Resolution No. 2482 declaring the District's intent to issue approximately \$1,500,000 of Utility Reserve Bonds to reimburse the District for prior expenditures to rebuild Underwood Substation. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2482. **Motion passed unanimously.**

MANAGER'S REPORT:

- **Underwood Substation Rebuild** – Manager Bischoff discussed permitting issues associated with the Underwood substation rebuild project. Manager Bischoff noted that Klickitat PUD is interested in purchasing one of the used substation transformers.
- **City of Cascade Locks** – Manager Bischoff reported that the City of Cascade Locks has inquired with the PUD regarding mutual aid assistance during emergencies and assistance with construction efforts required to serve potential growth.
- **CADD Intern** – Manager Bischoff noted that the CADD intern has started work on the drawings of electric assemblies.
- **Flame Resistant Clothing Policy** – Manager Bischoff reported that staff is preparing the FR clothing policy.
- **Protective Equipment Settings** – Manager Bischoff reported that he has been collecting the electronic setting files for electric system protective equipment and storing them on the PUD server as back-up in case of an equipment failure.
- **Duggan Falls Water System** – Manager Bischoff reported on his attendance at the Duggan Falls Water System membership meeting to discuss the potential for the PUD to take over the Duggan Falls Water System. The Duggan Falls Water System board president will attend an upcoming PUD Board meeting to formally request that the PUD apply for a Department of Health grant to study the potential for taking over the Duggan Falls Water System.

- **Carson Water Treatment Plant and Reservoir** – Manager Bischoff reported on logging activities adjacent to the Carson Water Treatment Plant property. He discussed potentially removing the trees on the PUD property to protect facilities from damage caused by falling trees.
- **Community Room** – Manager Bischoff discussed restricting the use of the Community Room to business type meetings and prohibiting parties with food and decorations. The Commissioners were in support of the policy revision.

AUDITOR’S REPORT:

- **2014 Fund Balance Report**– Auditor McEathron presented the 2014 Fund Balance Report.

COMMISSIONER’S REPORT:

- Commissioner Green reported on her attendance at the Energy NW meeting.
- Commissioner Gale reported on his attendance at the Duggan Falls Water System meeting.
- Commissioner Esch reported on his attendance at the Energy NW meeting.

CALENDAR:

- PPC Meeting - February 5, 2015.
- Washougal Rate Hearing - February 10, 2015 at 5:30 p.m. at the Legion Hall.
- Underwood Rate Hearing - February 11, 2015 at 5:30 p.m. at the Underwood Community Center.
- President’s Day Holiday - Monday February 16, 2015.
- PUD Board Meeting - Tuesday February 17, 2015.
- WPUDA Meetings - February 18-20, 2015.
- WPAG Meeting - February 26, 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	51524-51567	\$595,614.14
Carson Water	6432-6440	\$21,959.71
Underwood Water	3772-3775	\$2,099.28

PUBLIC COMMENT:

- Diane Green commented on use of the Community Room, grant funding for acquiring small water systems, and continuing health care coverage.

The Regular Meeting adjourned at 2:15 p.m. and a one hour break was taken before reconvening at 3:15 p.m. for a Rate Hearing Workshop.

The Rate Hearing Workshop adjourned at 5:15 p.m.

Curt Esch, President

Liz Green, Secretary

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