

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

February 17, 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 February 2, 2014 Regular Meeting minutes. **Motion passed unanimously.** Commissioner Green requested that the February 10, 2015 Rate Hearing Minutes be corrected to reflect that the Board and Staff were present at the meeting but no one from the public attended and therefore the hearing was not officially opened or closed. Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the February 11, 2014 Rate Hearing Meeting minutes. **Motion passed unanimously.**

PUBLIC COMMENT:

- Sherry Esch commented on IT policies and presented the Chelan County Employee Handbook as an example of employee policies. She also commented on the Esch lawsuit deposition.
- Mary Repar asked about the status of a governance policy and commented on future financial streams for the PUD. She also commented on use of the PUD Community Room.

OLD BUSINESS:

- **Duggan Falls Water System – Mary Sauter, Board President** – Mary Sauter, Board President with Duggan Falls Water System, requested that the PUD evaluate the feasibility of transferring the Duggan Falls Water System into PUD ownership and management. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize Staff to move forward with submitting the WA State Department of Health consolidation grant application. **Motion passed unanimously.**
- **Efficiency Services Group Amendment – Direct Install Program-** Auditor McEathron presented an amendment to the contract with Efficiency Services Group to add Direct Install Services. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to authorize the Manager to sign the contract amendment with Efficiency Services Group. **Motion passed unanimously.**
- **Residential Energy Efficiency Rebates** -Auditor McEathron presented the revised residential energy efficiency rebate schedule. After discussion, Commissioner Green made a **motion** and Commissioner Gale **seconded** to approve the rebate schedule. **Motion passed unanimously.**

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

- **Resolution No. 2484 – Retiree Health Benefits** – Manager Bischoff presented Resolution No. 2484 establishing health care continuation standards for retiring employees and Commissioners. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2484. Commissioner Gale voted for the motion and Commissioners Green and Esch voted against the motion. **Motion failed**. The Board decided not to rescind the previous motion to provide continuing health coverage to retiring commissioners.
- **Resolution No. 2485 – Commissioner Tablet Device Policy** - Auditor McEathron presented Resolution No. 2485 establishing a policy for the use of PUD tablet devices by Commissioners. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve Resolution No. 2485. **Motion passed unanimously**.
- **Hearing Policy Variance** - Auditor McEathron reported that a customer has asked for a variance to the Hearing Officer Guidelines that states a customer must appeal within 48 hours after an informal hearing excluding weekends and holidays. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve a onetime non-precedent setting variance to the customer’s appeal notification under two conditions: the hearing be scheduled and heard within two weeks and failure of the customer to attend the hearing will null the customer’s right to be heard further with regard to this complaint. **Motion passed unanimously**.

NEW BUSINESS:

- **New Carson Reservoir Phase II Design PSC – Murray, Smith & Assoc.** – Manager Bischoff presented a Professional Services Contract with Murray, Smith & Associates to provide engineering services for Phase II of the New Carson Reservoir Design. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve the PSC in the amount of \$189,972. **Motion passed unanimously**.

ATTORNEY’S REPORT:

The Board entered into Executive Session at 11:50 a.m. to discuss Potential Litigation per RCW 42.30.110(1)(i) for a duration of 10 minutes. Commissioner Green, Commissioner Gale, Commissioner Esch, Auditor McEathron, Attorney Woodrich, and Manager Bischoff were in attendance. Executive session ended at 12:00 p.m.

DISCUSSION ITEMS:

- None.

MANAGER’S REPORT:

Manager Bischoff reported on the following items:

- The January Outage Report
- The status of the Digital Mapping Project.
- The PUD has provided a letter of support to Sawtooth Technology for their grant application to extend fiber to the communities of Willard and Mill A.

- The two fire-damaged trees have been removed adjacent to the overhead powerline on the bluff in Underwood.
- As part of the project to rebuild Underwood substation, Klickitat PUD is still interested in purchasing the spare transformer from the Underwood substation and the PUD is still working through NSA permit challenges for the project.
- An old electric utility easement associated with a Skamania Landing parcel being purchased by the USFS.
- The PUD is finalizing the Arc Flash/Flame Resistant clothing policy.
- Repairs to Truck 17 are complete and the truck is back in service. Altec has moved the in-service date forward two months to extend 12-month warranty to account for the two months the truck was out of service for repairs.
- Staff have been talking with contractors regarding needed repairs to the Carson Water transmission main restraints that were identified in the Bear Creek Source study of January 2014.

AUDITOR'S REPORT:

- **Bad Debts**– Auditor McEathron presented bad debts in the amount of \$3,179.18. After discussion, Commissioner Gale made a **motion** and Commissioner Green **seconded** to approve bad debts in the amount of \$3,179.18 with the proviso that Staff look into submitting information to the Washington DMV to flag the account related to Invoice #494. **Motion passed unanimously.**

COMMISSIONER'S REPORT:

- The Commissioners discussed the need to schedule rate hearing meetings in the evenings at a time when the most public can attend and to provide more advertisement for the meetings. The Commissioners noted that the presentations were well received by the public.

CALENDAR:

- WPUDA Meetings - February 18-20, 2015.
- WPAG Meeting - February 25, 2015.
- PPC Meeting - March 5, 2015.
- Carson Water and Electric Rate Hearings - March 3, 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	51568-51618	\$226,847.16
Carson Water	6441-6446	\$3,144.57
Underwood Water	3776-3777	\$702.85

PUBLIC COMMENT:

- Diane Green commented on the dispute hearing and development of an employee IT policy.

Meeting adjourned at 12:30 p.m.

Curt Esch, President

Liz Green, Secretary

The next regular scheduled Board of Commissioners' Meeting will be
Monday, March 2, 2015 at 9:00 a.m.