

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

November 4, 2013

A regular meeting of the Board of Commissioners was called to order by President Clyde Leach at 9:00 a.m. at the PUD office in Carson, WA. The following persons were present: Commissioner Curt Esch; Commissioner Dennis Gale; Commissioner Clyde Leach; General Manager Brent Bischoff; Auditor Jasen McEathron; Project Coordinator Melanie Sharp; and Attorney Ken Woodrich.

REVISED MINUTES:

- Auditor McEathron presented revised minutes for the July 1, 2013; July 15, 2013; August 5, 2013; and August 19, 2013. After discussion Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the revised minutes with the changes in voucher amounts. **Motion passed unanimously.**

MINUTES:

- There was a discussion of the October 21, 2013 minutes and two corrections were noted. The Commissioners stated that when they enter into executive session for Litigation per RCW 42.30.110(1)(i) they would like the minutes to list who is in attendance. At the October 21, 2013 executive session Commissioner Leach, Commissioner Gale, and Commissioner Esch were in attendance along with Attorney Woodrich, Manager Bischoff, and Auditor McEathron. Commissioner Gale noted that the minutes should reflect that he discussed *promoting* the use of emergency portable weather radio by PUD customers. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the October 21, 2013 minutes as corrected. **Motion passed unanimously.**

PUBLIC COMMENT:

- Liz Green discussed a conversation after the last meeting in which Commissioner Leach stated he had provided the records requested by Sherry Esch to the PUD. Ms. Green inquired as to the location of the records and whether the records were publicly available. Ms. Green also reminded the Board that there was a \$15,000 cap put on the defense of Commissioner Leach.
- Charles Pace commented on several issues. He requested that staff review the Washington Supreme Court decision related to water rights in the Skagit River basin. He also asked that the meeting agenda be published on the Skamania PUD website prior to the meeting date. Mr. Pace also discussed the Columbia River Treaty and inquired why the Skamania PUD did not submit comments.

OLD BUSINESS:

- **Pole Attachment Agreement – Sawtooth Technologies** – Auditor McEathron reported on the Pole Attachment Agreement with Sawtooth Technologies. After discussion the Commissioners noted that they will continue to require the \$10,000 performance bond.

DISCUSSION ITEMS:

- **Customer Complaint – Foster** – Auditor McEathron presented the complaint filed by a customer of the Carson water system regarding a leak adjustment. The Commissioners requested that staff present the

policy regarding the leak adjustment administration fee at the next board meeting. Commissioner Leach allowed public comment by Betty Daubenspeck on the issue. Ms. Daubenspeck commented that perhaps the administration fee was actually a call out fee.

NEW BUSINESS:

- **Resolution No. 2434 – Electric General Fund Transfer** - Auditor McEathron presented Resolution No. 2434 to transfer \$500,000 from the Electric General Fund to the Rate Stabilization Fund. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve Resolution No. 2434. **Motion passed unanimously.**
- **Resolution No. 2439 – Electric Construction Fund Transfer** - Auditor McEathron presented Resolution No. 2439 to transfer \$104,601.90 from the Electric Construction Fund to the Electric General Fund. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve Resolution No. 2439. **Motion passed unanimously.**
- **Energy Efficiency Rebates** – Auditor McEathron presented the 2014-2015 BPA rebate program revisions. Commissioner Gale requested for the next board meeting that staff present a summary of the 2012-2013 program, including information on how many applicants were denied rebates because of insufficient funds.
- **Professional Services Contract – Efficiency Services Group, LLC** - Auditor McEathron presented the Professional Services Contract with Efficiency Services Group to implement the energy efficiency conservation program. The contract includes a monthly compensation in the amount of \$2,500 and eligibility for a \$5,000 incentive payment for maximizing the performance payment. Commissioner Esch made a **motion** and Commissioner Gale **seconded** to approve the General Manager sign the contract with Efficiency Services Group. **Motion passed unanimously.**

ATTORNEY’S REPORT:

- None.

MANAGER’S REPORT:

- **Strategic Planning Workshop** – Manager Bischoff discussed the upcoming Strategic Planning Workshop scheduled for November 12, 2013 at the Skamania PUD. Topics on the agenda include: overview, system capital work plans, financial planning discussion, policy and process development, and wrap up. The workshop will be open to the public.
- **Operations Report** – Manager Bischoff informed the Commissioners that Rick Jessel contacted him to see if the Board would like a presentation from alternative perspectives regarding nuclear energy. The Commissioners approved a presentation for a future meeting.
- **Watershed Planning** – Manager Bischoff reported on the WRIA 29A watershed planning process. He reported that the watershed planning group has asked the Lower Columbia Fish Recovery Board to act as the lead agent to facilitate the planning process and administer grants. Manager Bischoff also discussed a proposal by the Underwood Conservation District to conduct addition stream flow monitoring.

- **Waterline Replacement** – Manager Bischoff reported that the waterline replacements on Monaghan Road and Scenic Heights are complete.
- **Customer Complaint Process** – Manager Bischoff discussed the customer complaint process and our methods for addressing the complaint. He presented the specifics of a couple recent complaints as examples.

AUDITOR’S REPORT:

- **3rd Quarter Financial Report** – Auditor McEathron presented the 3rd Quarter Financial Report.
- **Public Works Trust Fund Update** – Auditor McEathron presented an update regarding the Public Works Trust Fund. The tax revenues for the program have been diverted for six years and the earliest that money could be dispersed is 2016. The program now requires that an applicant first apply and be denied federal funds before applying for state funds. The interest rate is also expected to increase.
- **VEBA Update** – Auditor McEathron presented information on the VEBA program in regards to current health care reform requirements.
- **Tax Levy** – Auditor McEathron discussed the tax levy. He noted that the Commissioners will need to make a decision to either increase the tax levy by 1% or increase the banked capacity.

COMMISSONER’S REPORT:

- Commissioner Esch attended the WPAG meeting.

CALENDAR:

- The PPC Meeting is scheduled for November 7, 2013.
- The Strategic Planning Workshop November 12, 2013.
- The WPAG Meeting is scheduled for November 13, 2013.
- The WPUA regular meeting is scheduled for November 13-15, 2013.
- The WPUA Annual Conference is scheduled for December 4-6, 2013.

VOUCHER APPROVAL:

Commissioner Esch made a **motion** and Commissioner Gale **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	49793-49839	\$564,629.61
Carson Water	6205-6210	\$1,822.07
Underwood Water	3663-3664	\$4,322.90

PUBLIC COMMENT:

- None.

Meeting adjourned at 11:30 a.m.

Clyde Leach, President

Dennis Gale, Secretary

The next regular scheduled Board of Commissioners' Meeting will be
Monday, November 18, 2013 at 9:00 a.m.