

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

May 2nd, 2011

A regular meeting of the Board of Commissioners was called to order by President Dennis Gale at 9:00 a.m. at the PUD office in Carson, WA. The following persons were present: Commissioner Curt Esch; Commissioner Clyde Leach; Commissioner Dennis Gale; Manager, Bob Wittenberg; Attorney, Ken Woodrich; Senior Accounting Clerk, Lisa Allen; Public Members: Betty Daubenspeck, Sherry Esch, Liz Green and Diane Green.

PUBLIC COMMENT

- Sherry Esch had a public comment regarding the Public Records Request she received today and another Public Records Request she filed today.

MINUTES

- Commissioner Leach made a **motion** to approve the April 18th, 2011 meeting minutes as corrected. Commissioner Gale **seconded** the motion and the minutes were **approved unanimously**.

ATTORNEY REPORT

- Commission Gale made note that the Attorney's Report has been moved up in the agenda.
- Attorney Woodrich reported he is working on a Revised Proposal for Healthcare.
- Woodrich attended a conference last week wherein changes to the Municipal Law and Public Records Act were discussed.
- Woodrich delivered a partial Public Records Request by disc to Sherry Esch. Commissioner Leach asked for a breakdown of Public Records Request costs to the PUD. Discussion continued regarding costs of Public Records Requests, staff will review Attorney's billings and present breakdown at next meeting.
- Commissioner Leach asked for a Whistleblower update. Commissioner Esch noted it had not been brought up in open session. It was decided to get an update in executive session.

OLD BUSINESS

- **Public Records Request Policy** – The Commission discussed the draft Public Records Request Policy. Commissioner Gale commented that both the staff recommendation and the state's Model Rules should be marked as Draft copies. Discussion of the draft Public Records Request Policy was held by Commission. Commissioner Leach made a **motion** to accept the staff's version of a Public Records Request Policy with changes noted on Draft. Commissioner Esch would like to see changes made and then vote on it. Commission discussed further. Commissioner Gale stepped down and **seconded** motion. Commissioner Leach then made a **motion** to table the issue until next meeting, and Commissioner Gale stepped down and **seconded** that motion to table. The **motion** to table was approved by 2 to 1 vote, Commissioner Esch opposing.

Break at 10:10 a.m.

Meeting reconvened at 10:14 a.m.

- **Governance Policy** – The Commission worked on the draft Governance Policy, pages 3 and 4. The Commission continued discussion of the Governance Policy, will continue with page 5 at next meeting.
- **Health Care for Attorney** – Attorney Woodrich presented an Employment Agreement Proposal to the Board. Commissioner discussed, would like a second opinion.

The Commission went into Executive Session at 12:20 p.m. to discuss candidates for the Auditor/Manager of Finance and Accounting position for 15 minutes.

Executive Session was extended for 25 minutes.

Executive Session was extended for 5 minutes.

The regular meeting reconvened at 1:05 p.m.

- Commissioner Leach made a **motion** to Offer the job of Auditor/Manager of Finance and Accounting to Jasen McEathron starting at \$90K/per year, with 160 hours of sick leave up front and 80 hours of vacation upfront and standard accruals thereafter. First review in 6 months (Nov 2011), second review in 12 months (May 2012), concurrent reviews annually. Salary range is \$85K to \$100K/per year. Manager is authorized to offer position to Jasen McEathron.

Commissioner Esch seconded **motion**, and motion was **approved** unanimously.

Break for lunch at 1:10 p.m.

The meeting reconvened at 2:00 p.m.

- **Residential Exchange Program Settlement Agreement** – Commission discussed that the REP Agreement didn't pass as proposed since it didn't receive 91% approval in the region. The REP Agreement is being changed to a lower approval threshold with a new date of June 15, 2011. Project Manager Falkenberg, joined meeting for discussion. Commissioners directed Project Manager, Falkenberg, to address the sample letter from Skamania PUD Commission to other Commissioners throughout the REP Agreement area.

NEW BUSINESS

- **1st Quarter Financials** – The Commission reviewed the District's fund balances, cash flow forecast and income statement summary prepared by Accountant, Salvie Stevens.
- **Customer Concern** – Customer Jay Crum wrote email to Commission regarding high water usage concern. Commission reviewed customer's water billing history. Historical usage is not out of line with recent billing. No action taken.

MANAGER'S REPORT:

- Manager Wittenberg presented the Board with the Joint Pole usage charges and suggested a new inventory be made and the Joint Pole usage charge reviewed. Commission discussed briefly, no action.
- The manager reported information about appliances for kitchen. Commission directed Manager to make decision on purchase.

COMMISSIONER’S REPORT:

- Commissioner Gale attended the PUD Association Meeting
- Commissioner Leach did not attend Energy Northwest Meeting.
- Commissioner Esch did not attend WPAG Meeting. Esch is planning on attending a May 18th meeting of Coalition for Open Government. This prompted discussion regarding control of spending the public’s money.

VOUCHER APPROVAL

After a brief discussion and question about Voucher # 46311, which staff will look into, the following vouchers were approved for payment by a **motion** made by Commissioner Esch.

Voucher	Number	Amount
Electric System	46266 - 46314	\$ 585,578.16
Carson Water	5768 - 5773	\$ 10,408.66
Underwood Water	3431	\$ 33.23

Commissioner Leach **seconded**, and the motion was **carried unanimously**.

Meeting adjourned at 3:30 p.m.

Dennis Gale, President

Curt Esch, Secretary

The next regular scheduled Board of Commissioner’s Meeting will be:
Monday, May 16th, 2011 at 9:00 a.m.