

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

July 18th, 2011

A regular meeting of the Board of Commissioners was called to order by President Dennis Gale at 9:01 a.m. at the PUD office in Carson, WA. The following persons were present: Commissioner Curt Esch; Commissioner Clyde Leach; Commissioner Dennis Gale; Interim Manager, Robert Gentry; Auditor, Jasen McEathron; Attorney, Ken Woodrich; Work Order Specialist/HR Coordinator, Shonna Taylor.

**MINUTES**

- Commissioner Esch made a **motion** to approve the July 5<sup>th</sup>, 2011 regular meeting minutes as corrected. Commissioner Leach **seconded** the motion and the minutes were **approved unanimously**.

**PUBLIC COMMENT**

- Mary Repar – Presented the Commission a memorandum and suggested the PUD have a policy regarding email accounts.
- Attorney Woodrich commented that this is in process and the Commission will have PUD emails and suggested a training class for the Commission.

**OLD BUSINESS**

- **Attorney Contract:** Manager Gentry presented a draft Retainer Agreement between the PUD and Attorney Woodrich. Discussion was held by the Commission. Commissioner Esch expressed his concern because of recent communication with the Washington State Auditor's Office. Manager Gentry explained that this was legitimate activity. Commissioner Leach made a **motion** to approve the Retainer Agreement with Attorney Woodrich. Commissioner Gale stepped down and **seconded** the motion. The vote was 2-1 as follows: Commissioner Gale, Aye, Commissioner Leach, Aye, Commissioner Esch, Nay.

**NEW BUSINESS**

- **Human Resource Consultant:** Manager Gentry presented a memorandum to the Commission regarding organization assessment needs of the PUD and wage and salary survey. Manager Gentry would like to hire a consultant to help with job descriptions, work load assessment, functional areas and responsibilities, wage and salary surveys for comparisons of local entities and other utilities. He presented an agreement from G.W. Laing Human Resources Consulting Services. The estimated cost from this consultant is approximately \$8,000 to be completed within three weeks from the start. After discussion Commissioner Leach made a **motion** to approve the contract with G.W. Laing Human Resources Consulting. Commissioner Esch **seconded** the motion and the motion was **approved unanimously**.

## MANAGER'S REPORT

- **Meetings:** Manager Gentry reported that he had attended the PPC and WPAG meetings.
- **Electric/Water System Updates:** Manager Gentry presented the Commissioners with a weekly work report completed by General Foreman, Gary Leonard on the Electric System.
- Water Distribution Manager, Tom Vance attended the meeting and reported on the Special Use Permit for Bear Creek and an update on the Carson Reservoir. A dive team recently inspected the interior and identified repairs that need to be done. Tom Vance also discussed the temperature study on Bear Creek and the fish bypass with the Commission. It was also reported that the repairs on Connie Reservoir in Underwood are complete and the reservoir is back on line. Manager Gentry offered to go to the Underwood Community Meeting on July 21, 2011.
- **Outage Report:** Manager Gentry gave a report on outages. He provided the Commission with two yearly graphs of power outages August 2010 through July 2011. One graph showing the minutes and number of customers out and a graph showing what type of outage. The manager also reported on the current outages to date in July.

## AUDITOR'S REPORT:

- **Bad Debt Write-offs:** Auditor, Jasen McEathron presented the Bad Debt Write-offs in the amount of \$4,758.57. After discussion was held Commissioner Esch made a **motion** to accept the list of bad debts. Commissioner Leach **seconded** the motion and the **motion was approved unanimously**.

Break at 11:05 a.m.

Meeting reconvened at 11:10 a.m.

## COMMISSIONER'S REPORT

- Commissioner Gale reported on his recent attendance to the PUD Association meeting in Omak.
- Debbie Hinzman was recognized for her job performance by the Board and Manager.

## CALENDAR

- Next Energy NW meeting July 26 & 27, 2011.
- Next PPC Meeting August 4, 2011.
- Next WPAG meeting August 11, 2011.

## VOUCHER APPROVAL

Vouchers were approved for payment by a **motion** made by Commissioner Esch.

<b>Voucher</b>	<b>Number</b>	<b>Amount</b>
Electric System	46572-46620	\$ 157,426.47
Carson Water	5805-5810	\$ 7,456.99
Underwood Water	3443-3446	\$ 1,424.48

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

**PUBLIC COMMENT:** None.

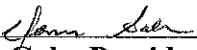
Entered into Executive Session at 11:30 a.m. for 30 minutes to discuss potential litigation (RCW 42.30.110 (1)(i)).

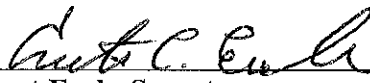
Executive Session extended to 12:10 p.m.

There was no action taken in Executive Session.

The regular meeting reconvened at 12:15 p.m.

Meeting adjourned at 12:16 p.m.

  
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**Dennis Gale, President**

  
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**Curt Esch, Secretary**

The next regular scheduled Board of Commissioner's Meeting will be:  
**Monday, August 1st, 2011 at 9:00 a.m.**