

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD #1
FEBRUARY 25, 2020**

The meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Paul Rogers at 1 P.M.

Roll Call:

Paul Rogers, President
Joe O'Leary, Vice President
Shan Rowbotham, Secretary

Staff Present:

Matt Boast, General Manager
Genine Pratt, Finance Manger
Perry Wood, Operations Manager

Guests Present:

Rob Jordan - Resident of Kittitas County

Approval of Agenda

Commissioner O'Leary asked to remove the January 27th minutes from the consent agenda.

MOTION: Commissioner Rowbotham motioned to approve the agenda amended.

SECOND: Commissioner O'Leary seconded.

VOTE: 3-0 Approved

Public Comment:

No comments

Consent Agenda

MOTION: Commissioner Rowbotham motioned to approve the consent agenda as presented.

SECOND: Commissioner O'Leary seconded.

VOTE: 3-0 Approved

- Warrants

-January 27th regular board minutes were discussed. Corrected minutes will be included in the next consent agenda in the March regular meeting.

FINANCE REPORT:

Financial Narrative

FM Pratt presented the financial narrative for review and the following topics were discussed:

Work order accounting given to Board members

Cost of Power up to 41% from 39% in previous years

10 new services added in January

WIP is \$3.4m mostly due to Jenkins substation. Boast explained the delay in substation completion.

Resolution 1065 – Amending Bond Resolution

MOTION: Commissioner Rowbotham motioned to approve Resolution 1065
SECOND: Commissioner O’Leary seconded
VOTE: 3-0 approved

Resolution 1064 – Meter and Transformer Surplus

MOTION: Commissioner Rogers motioned to approve Resolution 1064
SECOND: Commissioner Rowbotham seconded
VOTE: 3-0 approved

Resolution 1066 – 2019 Inventory Variance

MOTION: Commissioner O’Leary motioned to approve Resolution 1066
SECOND: Commissioner Rowbotham seconded
DISCUSSION: Rowbotham asked about the accepted variance per the policy. 5%
VOTE: 3-0 approved

OLD BUSINESS:

Social Security Timeline / 401k Discussion

District will be offering a 401K. PUD has not determined the matching, vesting or timing of implementation of changes.

Resolution 1063 – Emergency Declaration

MOTION: Commissioner O’Leary motioned to approve Resolution 1063
SECOND: Commissioner Rowbotham seconded
VOTE: 3-0 approved

NEW BUSINESS

- Substation and Property Expansion – moved to the end of the meeting 10.13
- 2020 Charges and Fees Update - Discussion

Other Business

No Action

Operations Report

Perry no accidents or near misses.
Palouse off property. Billing still needs settled.
Titan on property.
Asplundh responds to tree problems.
Backhoe damage to be billed to Palouse
Outages caused by full young green trees falling down.

Engineering Report

Matt reported.
Lyons Road finished by Titan
Transformer issues at Substation
Cannabis Farm behind because of outstanding invoices. Wants 3phase at the end of Badger Pocket.
Lyons, Charlton, Naneum, Bettas projects designed in house.
AMI metering options to be presented at a later date

PCB transformer replacement. First need to identify risk for reporting. Second need to determine how much money it will cost and plan to replace.

Manager's Report

Matt reported.

IBEW contract being negotiated.

Customer complaint being settled soon.

Strategic Plan needs SMART goals. Paul would like it made a higher priority.

Commissioners Report:

Commissioner O'Leary –Letter sent to Kelly did not get included in the packet.

PPC recommends not filling out the BPA survey

\$30m surcharge over 10 months in 2020 to replenish their reserves

PPC meetings are 2 days. Add to first day to calendar

Commissioner Rowbotham –Terry will be at the WPAG meeting next month. Please review the letter in the packet and let him know. no meetings attended last month. Carbon and low income requirement.

Commissioner Rogers – No report.

Future Meeting:

Meeting at 1pm March 31st

Executive Session:

Commissioner Rogers called for an executive session at 3:15 for 30 minutes to discuss:

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140\(4\)](#), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

Out of executive session at 3:45.

Meeting adjourned at 3:45 P.M.

ATTEST:



Paul Rogers (Apr 6, 2020)

Paul Rogers, President



Joe O'Leary (Apr 6, 2020)

Joe O'Leary, Vice President



Shan Rowbotham (Apr 7, 2020)

Shan Rowbotham, Secretary












2020 02-25 Regular Board Meeting Minutes

Final Audit Report

2020-04-08

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By:	Matt Boast (matt.boast@kittitaspud.com)
Status:	Signed
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