

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD #1
MARCH 29, 2019**

The meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by Vice President Joe O'Leary at 1:00 P.M.

Roll Call:

Paul Rogers, President (arrived at 1:02 pm)
Joe O'Leary, Vice President
Shan Rowbotham, Secretary

Staff Present:

Matt Boast, General Manager
Genine Pratt, Finance Manager
Kelly Carlson, Administrative Assistant

Guests Present:

None

Approval of Agenda

MOTION: Commissioner Rowbotham motioned to approve the agenda as presented.
SECOND: Commissioner O'Leary seconded.
VOTE: 2-0 Approved

Public Comments/Introduction of Guests

None

Consent Agenda

MOTION: Commissioner Rowbotham motioned to approve the consent agenda presented.
SECOND: Commissioner O'Leary seconded.
VOTE: Approved 2-0
- February Warrants
- Workshop Meeting Minutes February 26, 2019
- Regular Meeting Minutes February 26, 2019

FINANCE REPORT:

5.1 *Financial Narrative*

FM Pratt went over the narrative and touched on a few observations including:

- Bonds & Investments
- Revenues
- Moody's Rating
- Finance staffing
- Power BI reports

5.2 Consumer Sales & Revenue Date

FM Pratt presented both 2017 and 2018 reports. There were 2 new services.

OLD BUSINESS:

6.1 Facility Plan Update/Discussion

GM Boast updated the Commissioner on the status of the facility plan project. He stated that plans have been submitted to the City of Ellensburg and the design is still ongoing.

6.2 District Strategic Planning Discussion

This topic was discussed at length in the morning workshop.

6.3 Insurance Liability Limits

This topic was discussed at length in the morning workshop.

6.4 Outstanding Old Business – No Action

No action.

NEW BUSINESS

7.1 NWPPA Voting Delegate Designation

MOTION: Commissioner Rowbotham motioned to name Commissioner Rogers the voting delegate for the NWPPA meeting.

SECOND: Commissioner O’Leary seconded

Discussion: None

VOTE: 3-0 Approved

7.2 WPUDA Voting Delegate Designation

A voting delegate for the Officer Elections and Annual Business meeting for WPUDA.

MOTION: Commissioner Rowbotham motioned to name Commissioner Rogers the voting delegate for the WPUDA Officer Elections and Annual Business meeting.

SECOND: Commissioner O’Leary seconded

Discussion: None

VOTE: 3-0 Approved

7.3 Acknowledgement of Commissioners’ Rogers and Rowbotham completion of the Open Public Records Act, Open Public Meetings Act and Records Retention/Management Act Trainings.

Commissioner Rogers and Rowbotham completed the refresher courses in 2019, Commissioner O’Leary completed the trainings in February 2017. All three Commissioners committed to doing a refresher course in 2021.

7.4 Resolution No. 1030 – Award the Jenkins Substation Material Bid J02

GM Boast stated that this bid is not yet ready to award.

7.5 Resolution No. 1031 – Award the Jenkins Substation Equipment Bid J03

GM Boast stated that this bid is not yet ready to award.

7.6 Ruralite Services Board of Directors Nomination

No recommendation/Action.

Other Business

No Action

Operations Report

OM Wood gave a brief overview of the operations report and fielded Commissioner questions. He touched on the following:

- Monthly Safety meeting
- Accident/Near miss
- Contractor update
- Equipment/Vehicle update
- Bids update

Engineering Report

- 10.1 Task orders- discussed engineering consultant tasks.
- 10.2 Capital Projects - Bettas project update.
- 10.3 Line Extensions - 11 new service applications in February.
- 10.4 Engineering Look Ahead – No action
- 10.5 Outage Report – No action

Manager's Report

No Action

Commissioners Report:

Commissioner O'Leary – PPC Report 3/6-7/2019

Commissioner Rowbotham - WPUDA Meeting Summary 3/13-14/2019; Submitted into record WPAG Meeting Summary from 3/28/2019.

Commissioner Rogers – WPUDA Meeting updates; Legislative bills discussion.

Executive Session:

Commissioner Rogers called for an executive session at 2:45 p.m. for 5 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;

Commissioners came out of executive session at 2:50 p.m. – No Action Taken

Meeting adjourned at 2:51 P.M.

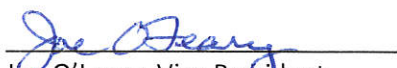
ATTEST:



Paul Rogers, President



Shan Rowbotham, Secretary



Joe O'Leary, Vice President