

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING  
OF KITTITAS COUNTY PUD #1  
JUNE 25, 2019**

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 1:00 P.M.

Roll Call:

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

Staff Present:

Matt Boast, General Manager  
Perry Wood, Operations Manager  
Kelly Carlson, Administrative Assistant

Guests Present:

Chris Henning, IBEW

Approval of Agenda

Add Item No. 6.6 – Liability Insurance Discussion  
MOTION: Commissioner O'Leary motioned to approve the agenda as amended.  
SECOND: Commissioner Rowbotham seconded.  
VOTE: 3-0 Approved

Public Comment:

Chris Henning of the IBEW spoke on union labor issues.

Consent Agenda

MOTION: Commissioner Rowbotham motioned to approve the consent agenda.  
SECOND: Commissioner O'Leary seconded.  
VOTE: Approved 3-0  
- May Warrants  
- Regular Meeting Minutes May 28, 2019  
- Workshop Meeting April 30, 2019

**FINANCE REPORT:**

**5.1 *Financial Narrative***

Narrative was presented – no discussion followed.

**OLD BUSINESS:**

**6.1 *Facility Plan Update/Discussion***

GM Boast and Kylee updated the Commissioners on the status of this project, i.e. scheduling, permitting, etc. Discussion followed on the most up to date design drawing.

**6.2 *Resolution No. 1035 – Employee Handbook Update***

GM Boast presented the resolution for review and discussion.

MOTION: Commissioner Rowbotham motioned to take Resolution No. 1035 off the table to review new language.

SECOND: Commissioner O'Leary seconded  
VOTE: 3-0 Approved

Commissioners continued discussion on the updated language that was presented in the new resolution.

MOTION: Commissioner Rogers motioned to approve Resolution No. 1035 as presented.  
SECOND: Commissioner O'Leary seconded  
VOTE: 3-0 Approved

**6.3 Strategic Planning Agenda**

Short discussion on what information will be discussed at the Strategic Planning retreat.

**6.4 New Large Load Discussion**

GM Boast went over some items that will need to be addressed and/or modified when they look at this document in the near future. Commissioner Rowbotham has presented a draft document to GM Boast to start the process.

**6.5 Outstanding Old Business:**

- New Large Load
- Call Center Discussion Update
- Management Action Plan
- PUD Radio Equipment Upgrade
- Public Records Policy Update, List of Exemptions and Procedure for Denial

**6.6 Liability Insurance**

Commissioners held a short discussion on insurance limits and asked if staff had received the requested information from Federated which they hadn't. Staff will follow up with Federated and bring to next meeting.

**NEW BUSINESS**

**7.1 Employee Fund Discussion**

Commissioner Rogers commented that the District should have an employee fund and wondered why it had been dissolved. Discussion followed on what direction to go with this fund and staff will research what we can and can't do with this fund.

**7.2 Beverly Trestle – Auvil Point of Delivery Discussion**

GM Boast presented information on the Auvil and Beverly POD investments for review and discussion. GM Boast requested guidance on moving forward with Grant County on the construction schedule. Commissioners agreed that the PUD should move forward with the capacity increase project with Grant County.

**7.3 Resolution No. 1040 – Opposing Removal of Snake River Dams**

GM Boast presented the resolution for review and discussion. Commissioners requested staff change some language in the resolution and bring back for consideration at the next meeting.

**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
- Tree trimming
- Equipment updates

**Engineering Report**

- 10.1 Task orders- discussed engineering consultant tasks.
- 10.2 Capital Projects update
- 10.3 Construction Standards – ongoing project that will take a while to finish
- 10.4 Substation Loading – GM Boast presented kW report for review and discussion
- 10.5 Line Extensions – No action
- 10.6 Engineering Look Ahead – No action
- 10.7 Outage Report – No action

**Manager’s Report**

No Action

**Commissioners Report:**

Commissioner O’Leary – PPC Report 6/5-6/2019  
Commissioner Rowbotham –WPAG Report 5/30/19  
Commissioner Rogers – Nothing reported

**Executive Session:**

Commissioner Rogers called for an executive session at 3:31 p.m. for 30 minutes to discuss:

- (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
- (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;

Commissioner came out of executive session at 4:01 p.m., extended for 20 minutes; came out at 4:21 p.m., extended for 10 minutes; came out of session at 4:31 p.m. – No Action Taken.

Meeting adjourned at 4:32 P.M.

ATTEST:

  
Paul Rogers, President

  
Shan Rowbotham, Secretary

  
Joe O’Leary, Vice President