

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING  
OF KITTITAS COUNTY PUD #1  
JULY 29, 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 (Left at 3:20 p.m.)  
Joe O’Leary, Vice President  
Shan Rowbotham, Secretary

Staff Present:

Matt Boast, General Manager  
Genine Pratt, Finance Manger  
Kelly Carlson, Administrative Assistant  
Kylee Reuble, Project Manager  
Karen Galbraith, Accounts Payable

Guests Present:

None

Approval of Agenda

MOTION: Commissioner O’Leary motioned to approve the agenda as presented.  
SECOND: Commissioner Rowbotham seconded.  
VOTE: 3-0 Approved

Public Comment:

None

Consent Agenda

MOTION: Commissioner Rowbotham motioned to approve the consent agenda.  
SECOND: Commissioner O’Leary seconded.  
VOTE: Approved 3-0  
- June Warrants  
- Regular Meeting Minutes June 25, 2019  
- Resolution No. 1042 – Canceling Warrants

**FINANCE REPORT:**

**5.1 *Financial Narrative***

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

- Investment summary 1/2019-6/2019
- Revenue report
- Power costs
- New services installed
- Inventory update

**5.2 *Consumer Sales & Revenue Data***

FM Pratt presented the data for review and discussion.

**5.3 2019 Capital Budget – 2<sup>nd</sup> Quarter**

FM Pratt presented the 2<sup>nd</sup> quarter capital budget for review and discussion. GM Boast fielded questions from the Commissioners.

**OLD BUSINESS:**

**6.4 Employee Fund Discussion (Commissioners moved item 6.4 first to discuss)**

Kylee Reuble and Karen Galbraith were present to discuss the status of the employee fund. They stated that the fund no longer exists, but the tax ID remains in case the fund is ever re-established.

**6.1 Facility Plan Update/Discussion**

GM Boast presented an update on the plan status as far as permit applications and next steps. He stated he is working with the consultant on phasing and costs.

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

GM Boast presented the draft resolution for review and discussion.

MOTION: Commissioner Rogers motioned to approve Resolution No. 1040 as presented.

SECOND: Commissioner O’Leary seconded

VOTE: 3-0 Approved

**6.3 Strategic Planning Agenda**

GM Boast presented the most up to date agenda for final review before the retreat on August 13<sup>th</sup> and 14<sup>th</sup>.

**6.5 Outstanding Old Business: (No Action)**

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

**NEW BUSINESS**

**7.1 Resolution No. 1041 – Resolution to Award the Parke Feeder 1 Project**

GM Boast presented the resolution and bid tab for review and discussion.

MOTION: Commissioner Rogers motioned to approve Resolution No. 1041 as presented.

SECOND: Commissioner Rowbotham seconded

VOTE: 3-0 Approved

**EXECUTIVE SESSION:**

Commissioner Rogers called for an executive session at 2:00 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;*

Commissioners came out of executive session at 2:30 p.m. – No Action Taken

**7.2 Primary Metering and Customer-Owned Facilities**

GM Boast presented information on customer owned primary power for review and further discussion. Commissioners requested staff do some research on the customer owned facilities and report back.

**7.3 Charge Point EV Discussion**

GM Boast presented information on Chargepoint and Electric Vehicle Infrastructure Company for review and discussion. He stated that Chargepoint was interested in a partnership and the Commissioners stated they were not interested at this time.

**7.4 Net Metering Discussion**

GM Boast presented information on Net Metering legislation to the Commissioners for review and discussion. He went over the highlights of the legislation and the impacts to the utility and customers. Commissioners requested staff research legislation for more details.

**7.5 Conservation Direct Mail Project**

Kelly Carlson explained the direct mail project to the Commissioners and fielded questions.

**7.6 Board Packet Demo**

GM Boast informed the Commissioners that staff had been looking at board packet creation software and has found one he would like to present to them at the August workshop. Commissioners agreed and staff will schedule the demo.

**Other Business**

No Action

**Operations Report**

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

- Trailer disposal
- New Backhoe continues to have issues

**Engineering Report**

- 10.1 Task orders- GM Boast updated task order status
- 10.2 Capital Projects update
- 10.3 Construction Standards – ongoing project that will take a while to finish
- 10.4 Substation Loading – Dashboard update
- 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 Rowbotham –WPAG Report 6/27/19; Coalition Wildfire Presentation 6/27/2019; ENW 7/24/2019

Commissioner Rogers – WPUA Update

Meeting adjourned at 3:50 P.M.

ATTEST:

  
Paul Rogers, President

  
Shan Rowbotham, Secretary

  
Joe O'Leary, Vice President