

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD #1
JULY 31, 2018**

The meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Shan Rowbotham at 1:04 P.M.

Roll Call:

Shan Rowbotham, President
Joe O’Leary, Secretary

Staff Present:

Matt Boast, General Manager
Genine Pratt, Finance Manager (FM)
Kylee Reuble, Administrative Assistant

Guests Present:

Krisann Hatch, Archbright
Brad Sawatzke, Energy Northwest
Carla Martinez, Energy Northwest
- Mr. Sawatzke introduced himself and gave a presentation.

Approval of Agenda

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

Public Comments/Introduction of Guests

GM Boast presented a customer letter along with his response. He then introduced Krisann Hatch from Archbright and explained that she was here to facilitate some meetings and possibly be back on August 28, 2018, to discuss findings and action plan.

Consent Agenda

MOTION: Commissioner O’Leary motioned to approve the consent agenda.
SECOND: Commissioner Rowbotham seconded.
VOTE: Approved 2-0
- June Warrants
- Regular Meeting Minutes – June 27, 2018
- Emergency Meeting Minutes – July 13, 2018
- Resolution No. 1008 – Canceling Wire Transfer

FINANCE REPORT:

5.1 *Financial Narrative*

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

5.2 *Consumer Sales & Revenue Date*

- No Action

5.3 *Monthly & Quarterly Treasurers Report*

- *No Action*

5.4 *Quarterly Financial Reporting*

FM Pratt went over the following:

- Budget Amendment may be necessary due to the emergency repairs
- Transportation Report – allocations, new system, cost recovery, yearly report and hours used.

Commissioners requested that all allocations to be reported on an annual basis or by request.

OLD BUSINESS:

6.1 *Employee Satisfaction & Cultural Assessment Surveys*

No Action.

6.2 *Auvil Contract Capacity*

No Action

6.3 *Lookabout Lane Property*

No Action

6.4 *Outstanding Old Business*

NEW BUSINESS

7.1 *Teanaway Substation Emergency Repairs:*

Transformer to be delivered on August 8, 2018.

7.2 *Resolution No. 1003 – Award for Substation Power Transformer for Jenkins Sub*

MOTION: Commissioner O’Leary moved to approve Resolution No. 1003 – Award of Substation Power Transformer

SECOND: Commissioner Rowbotham seconded

Discussion: None
VOTE: Approved 2-0

7.3 Resolution No. 1004 – Award 2018 Tree Trimming Contract

MOTION: Commissioner Rowbotham motioned to approve Resolution No. 1004 – Award 2018 Tree Trimming Contract.

SECOND: Commissioner O’Leary seconded

Discussion: None

VOTE: 2-0 Approved

7.4 Resolution No. 1005 – Award for Powerline Construction Contract 18-006

MOTION: Commissioner O’Leary motioned to approve Resolution No. 1005 – Award for Powerline Construction Contract 18-006

SECOND: Commissioner Rowbotham seconded

Discussion: None

VOTE: 2-0 Approved.

7.5 Resolution No. 1006 – Award for Conductor Wire & Cross Arms 18-008

MOTION: Commissioner Rowbotham motioned to approve Resolution No. 1006 – Award for Conductor Wire & Cross Arms 18-008

SECOND: Commissioner O’Leary seconded

Discussion: None

VOTE: 2-0 Approved.

7.6 Vantage Fire Updates

No Action

7.7 Resolution No. 1007 – Approving Energy Northwest’s Undertaking of the Horn Rapids Solar, Storage and Training Project

This was up for discussion only, and Commissioners requested staff bring back for consideration in August.

Other Business

No Action

Operations Report

Operations Update:

- *No Action*

Engineering Report

- No Action

Commissioners Report:

- No Action

Manager's Report

- No Action

Commissioner Rowbotham then called for an executive session at 4:18 p.m. for 10 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 4:28 p.m. – No Action taken.

Meeting adjourned at 4:29 P.M.

ATTEST:



Shan Rowbotham, President



Joe O'Leary, Secretary

ABSENT

Paul Rogers, Vice President