

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD #1
AUGUST 27, 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
Genine Pratt, Finance Manger
Perry Wood, Operations Manger
Kelly Carlson, Administrative Assistant

Guests Present:

Hilary Lampard, 9711 Manastash Road, Ellensburg WA

Approval of Agenda

Add Item No. 5.5 – Rate Discussion
Add Item No. 7.1 – BoardEffect Software Discussion
Correct Item No. 5.4 – Should be Resolution No. 1046
MOTION: Commissioner Rowbotham motioned to approve the agenda amended.
SECOND: Commissioner O'Leary seconded.
VOTE: 3-0 Approved

Public Comment:

Hilary Lampard of 9711 Manastash Road, Ellensburg WA, was present to speak on the solar installation she had just completed and the rate structures we have in place at the PUD. Commissioner Rowbotham explained the process and the new legislation that was just passed.

Consent Agenda

MOTION: Commissioner Rowbotham motioned to approve the consent agenda.
SECOND: Commissioner O'Leary seconded.
VOTE: Approved 3-0
- July Warrants
- Regular Meeting Minutes July 29, 2019
- Special Meeting Minutes August 9, 2019
- Special Meeting Minutes August 13-14, 2019
- Resolution No. 1045 – Canceling Warrants

FINANCE REPORT:

5.1 *Financial Narrative*

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

- Tree Trimming cost code change
- Bond updates
- Capital Budget

- Audit Committee Meetings

5.2 Consumer Sales & Revenue Data

FM Pratt presented the data for review and discussion. It was noted that there are 66 new customer connections in 2019.

5.3 Budget Review

FM Pratt presented an up to date Capital Work Plan Budget status for review and discussion.

5.4 Resolution No. 1046 – Appointing Auditing Officer

MOTION: Commissioner Rowbotham motioned to approve Resolution No. 1046 – Appointing Auditing Officer.

SECOND: Commissioner O’Leary seconded

VOTE: Approved 3-0

5.5 Rate Discussion:

Commissioners held a discussion on the BPA CRAC update and how this will impact the District budget. There was also discussion on the possibility of the need for a rate increase due BPA’s actions.

OLD BUSINESS:

6.1 Facility Plan Update/Discussion

GM Boast updated the Commissioners on where we are at with the permitting for the facility plan and details on the next steps.

6.2 Emergency Declaration Update

GM Boast updated the Commissioners on where we are at with replacing the lineman. He also let them know we have dock crew to help us in the meantime.

6.3 Outstanding Old Business: (No Action)

- New Large Load
- Management Action Plan (*culture improvement project – in progress*)
- PUD Radio Equipment Upgrade
- Public Records Policy Update, List of Exemptions and Procedure for Denial
- 2020-2022 Strategic Plan

NEW BUSINESS

7.1 BoardEffect Software Discussion

Discussion on the budget and devices that would be needed to implement this software.

MOTION: Commissioner Rogers motioned to approve purchasing the BoardEffect Software only (no devices at this time).

SECOND: Commissioner Rowbotham seconded

VOTE: Approved 3-0

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:

- Safety Meeting 8/27/2019 (Safe Driving)
- No accidents/near misses
- Asplundh is now in lower county tree trimming
- Potelco awarded Jenkins Substation project
- Palouse Power awarded Parke Feeder 1 project
- Equipment/Vehicle update

Engineering Report

- 10.1 Task orders- GM Boast updated task order status
- 10.2 Capital Projects update
- 10.3 Line Extensions – 12 applications received in July; 107 for 2019
- 10.4 Engineering Look Ahead – No action
- 10.5 Outage Report – No action

Manager's Report

No Action

Commissioners Report:

Commissioner O'Leary –WPAG Report 8/22/19; PPC 8/7-8/2019

EXECUTIVE SESSION:

Commissioner Rogers called for an executive session at 2:45 p.m. for 35 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 3:20 p.m. – No Action taken.

Meeting adjourned at 3:20 P.M.

ATTEST:



Paul Rogers, President



Shan Rowbotham, Secretary



Joe O'Leary, Vice President