

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD #1
AUGUST 28, 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 1:00 P.M.

Roll Call:

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

Staff Present:

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

Guests Present:

No Guests

Approval of Agenda

GM Boast – Add Item 6.8 – Lift Public Works Emergency Declaration
MOTION: Commissioner O'Leary motioned to approve the agenda as amended.
SECOND: Commissioner Rogers seconded.
VOTE: 3-0 Approved

Public Comments/Introduction of Guests

No Guests present

Consent Agenda

MOTION: Commissioner Rogers motioned to approve the consent agenda.
SECOND: Commissioner O'Leary seconded.
VOTE: Approved 3-0
- July Warrants
- Regular Meeting Minutes – July 31, 2018

FINANCE REPORT:

5.1 *Financial Narrative*

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

- Financial Reports status
- Billing adjustment discussion
- Meter Maintenance RFP
- Investment Broker RFP – Commissioners requested Treasure select Broker from the qualified firms that submitted.
- General Accountant Supervisor
- Cyber Security Training
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5.2 Consumer Sales & Revenue Date

- Net Metering was discussed in that the District is at 88% of our limit for new incentive cap and we will need to monitor closely.

5.3 Monthly Treasurers Report

- No Action

OLD BUSINESS:

6.1 Employee Satisfaction & Cultural Assessment Surveys

GM Boast reported on the status of these surveys and what the next steps will be.

6.2 Auvil Contract Capacity

GM Boast updated the Commissioners on the status of this contract and that it is still in legal review at this point.

6.3 Lookabout Lane Property

GM Boast stated that he is working with legal on a revocable license process for this property.

6.4 Teanaway Substation Emergency Repairs

GM Boast reported that everything went well with the transformer change out at the Teanaway substation. He added that the outage ended up being shorter than expected also.

6.5 Vantage Fire Updates

GM Boast reported that all damages sustained by this fire have been completed but that full costs are not available at this time since not all work orders have been closed for the project.

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

Commissioner Rowbotham gave a brief background on this resolution.

MOTION: Commissioner Rogers motioned to adopt Resolution NO. 1007 as presented.

SECOND: Commissioner Rowbotham seconded

Discussion: Commissioner O’Leary asked confirmation that there would be no cost to the District for this project. Commissioner Rowbotham confirmed there is no cost to the District.

VOTE: Approved 3-0

6.7 Outstanding Old Business – No Action

6.8 Lift Emergency Declaration for the Teanaway Substation Transformer

MOTION: Commissioner Rowbotham motioned to lift the Emergency condition per Resolution No. 1002.

SECOND: Commissioner O’Leary seconded

Discussion: None

VOTE: Approved 3-0

NEW BUSINESS

7.1 Teanaway Substation Emergency Repairs:

Discussed in Item No. 6.4

7.2 PUD Radio Equipment

GM Boast reported that he was informed by Kittcom that we may need to update our radio equipment so he has started to research to confirm.

7.3 Resolution No. 1009 – 2018 Utility Resource Plan

FM Pratt stated that this plan is an annual requirement and is due September 1, 2018.

MOTION: Commissioner Rogers motioned to approve Resolution No. 1009 – 2018 Utility Resource Plan.

SECOND: Commissioner Rowbotham seconded

Discussion: None

VOTE: Approved 3-0

7.4 Resolution No. 1010 – Moratorium for High Density Loads

GM Boast gave some background on the need for a moratorium to allow staff to study how these projects will impact our system. He added that he will engage the services of EES to prepare a study and make a recommendation.

MOTION: Commissioner Rogers motioned to approve Resolution NO. 1010 – Moratorium for High Density Loads.

SECOND: Commissioner O’Leary seconded

Discussion: The resolution is in effect up to 12 months but Commissioners would like to get the study done sooner if possible.

VOTE: Approved 3-0

7.5 Resolution No. 1011 – Authorize Investment Account and Designation of Signatures

FM Pratt went over the resolution and explained the need for the document. After review the Commissioners requested the word “orally” in items (a) and (f) be removed; and the word “traceable” be inserted in front of “medium”.

MOTION: Commissioner Rowbotham motioned to approve Resolution No. 1011 – Authorize Investment Account and Designation of Signatures as amended. In items (a) and (f) remove “orally”; and insert “traceable” in front of “medium”.

SECOND: Commissioner O’Leary seconded

Discussion: None

VOTE: Approved 3-0

7.6 Resolution No. 1012 – Procurement Policy Update

FM Pratt went over the details of the proposed changes to the policy. There were additional modifications the Commissioner requested so the resolution will be brought back to the next meeting for consideration.

Other Business

No Action

Operations Report

Operations Update:

- *Safety Meeting*
- *Line Truck update*
- *Contractor update*
- *Equipment/Vehicle Update*
- *Bids/upcoming bids*

Engineering Report

10.1 No new task orders

10.2 Magnum is onsite and beginning work on project #1.

Commissioners Report:

Commissioner O'Leary – PPC Report

Commissioner Rowbotham – WPAG Report

Manager's Report

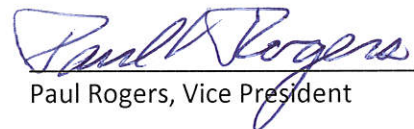
No Action

Meeting adjourned at 3:46 P.M.

ATTEST:


Joe O'Leary, Secretary


Shan Rowbotham, President


Paul Rogers, Vice President