

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD #1
SEPTEMBER 24, 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
Kelly Carlson, Administrative Assistant
Kylee Reuble, Project Coordinator

Guests Present:

No guests

Approval of Agenda

Add Item – Add Rate Hearing under Rate Discussion
Add Item - Resolution No. 1047 under Old Business

MOTION: Commissioner Rowbotham motioned to approve the agenda amended.
SECOND: Commissioner O'Leary seconded.
VOTE: 3-0 Approved

Public Comment:

No Public Comment

Consent Agenda

MOTION: Commissioner O'Leary motioned to approve the consent agenda as presented.
SECOND: Commissioner Rowbotham seconded.
VOTE: Approved 3-0
- August Warrants
- Workshop Meeting Minutes August 27, 2019
- Regular Board Meeting Minutes August 27, 2019
- Special Meeting Minutes September 10, 2019

FINANCE REPORT:

Financial Narrative

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

- Consumer Sales – 75 new services in 2019.
- Revenues
- Line loss year to date
- Material purchases
- Bond updates

Consumer Sales & Revenue Data

No Action – See Finance Narrative

OLD BUSINESS:

Facility Plan Update/Discussion

GM Boast presented the civil and electrical drawings for the facilities work and the following was discussed:

- Civil work/water line/electrical
- City of Ellensburg permitting process update
- Phase 1 & 2 costs discussion
- Project schedule for 2019 and 2020.

Commissioners requested staff to go forward with replacing the transformer that has been identified as needing upgraded and do other work in 2020.

Resolution 1047 – Resolution to Amend Resolution No. 1046 Appointing an Auditing Officer

FM Pratt presented Resolution No. 1047 for review and discussion. She pointed out that the only item being amended was the employee’s job title from Senior Accountant to General Accounting Supervisor.

MOTION: Commissioner O’Leary motioned to approve Resolution No. 1047 as presented.

SECOND: Commissioner Rowbotham seconded

VOTE: 3-0 Approved

NEW BUSINESS

Rate Hearing:

Commissioner Rogers opened the public hearing to consider a rate adjustment at Kittitas PUD. There was no public in attendance.

GM Boast presented information and background on the proposed rate adjustment and FM Pratt went over the numbers that were presented.

Commissioner Rogers then closed the hearing to public testimony (No public in attendance).

MOTION: Commissioner Rowbotham motioned to Approve Resolution No. 1048 to Adopt Power Rates to be effective November 1, 2019.

SECOND: Commissioner O’Leary seconded

VOTE: 3-0 Approved

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:

- Safety Meeting 8/27/2019 (Safe Driving)
- No accidents/near misses
- Tree trimmers are currently on Smithson line.
- Palouse Power started on Parke Feeder 1 project
- Potelco is currently working on the Jenkins Sub project
- Equipment/Vehicle update

Engineering Report

Task orders- GM Boast updated task order status

Capital Projects update

Line Extensions – 20 applications received in July; 127 for 2019
Engineering Look Ahead – No action
Outage Report – No action

Manager's Report

No Action

Commissioners Report:

Commissioner O'Leary – PPC Report 9/4-5/2019

Commissioner Rowbotham – Kittitas PUD Audit Committee Minutes from 9/10/2019

Commissioner Rogers – Energy NW Executive Board Meeting comments

EXECUTIVE SESSION:

Commissioner Rogers called for an executive session at 3:20 p.m. for 40 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 4:00 p.m., extended session for 50 minutes and came out of executive session at 4:50 p.m. – No action taken.

Meeting adjourned at 4:51 P.M.

ATTEST:


Paul Rogers, President


Joe O'Leary, Vice President


Shan Rowbotham, Secretary