

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING
OF KITTITAS COUNTY PUD NO.1
November 30, 2021**

The meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Joe O’Leary at 1:00 P.M. The “in-person” meeting included a virtual link via Microsoft Teams.

Roll Call:

Joe O’Leary, President
Shan Rowbotham, Vice President
Rick Catlin, Secretary

Staff Present:

Matt Boast, General Manager – virtual via Teams
Rachael McDaniel, Executive Assistant
Genine Pratt, Finance Manager
Ken Edwards, Engineering Supervisor
Perry Wood, Operations Manager
MaryDawn Buntin, Customer Service Supervisor

Guests Present:

None

Approval of Agenda

Commissioner O’Leary added CWPA meeting to Other Business
MOTION: Commissioner Rowbotham motioned to approve the agenda as amended
SECOND: Commissioner Catlin seconded
VOTE: 3-0 Approved

Public Comment:

Contractor Ron Mitchell submitted written complaint to Board.

Consent Agenda:

MOTION: Commissioner Rowbotham motioned to approve the consent agenda as presented
SECOND: Commissioner Catlin seconded
VOTE: 3-0 Approved

- 2021 10-26 Regular Board Meeting Minutes
- 2021 11-16 Special Board Meeting Minutes
- October Voucher Approval
- Resolution 1127 Void Warrants

Finance Report:

FM Pratt presented the following topics for discussion.

- October 2021 Financial Narrative
- October 2021 Top Consumers Report
- October 2021 Delinquency Activity Report
- October 2021 Consumer Sales Report
- October 2020 Consumer Sales Report

- Capital Expenditures Report

October Customer Service Report

Customer Service Supervisor Buntin presented

Open Enrollment Update

Executive Assistant Rachael McDaniel presented

Old Business:

Resolution No. 1128 – Adoption of Customer Service Policy

MOTION: Commissioner Rowbotham motioned to approve

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

Resolution No. 1129 – Adoption of 2022 Budget

MOTION: Commissioner Catlin motioned to approve

SECOND: Commissioner Rowbotham seconded

VOTE: 3-0 Approved

Resolution No. 1126 – Adoption of Debt Management Policy

Tabled by general consensus

Resolution No. 1124 – Close Irrigation Rate 1007

MOTION: Commissioner Rowbotham motioned to approve

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

Resolution No. 1125 – Clean Energy Implementation Plan

Tabled by general consensus

New Business:

Redistricting Discussion

MOTION: Commissioner Rowbotham motioned publish a draft plan, open for public comment to be presented at next regular scheduled meeting 12/21/21.

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

Resolution 1122 – Approval of 2022 Association Memberships and Participation Listing

MOTION: Commissioner Rowbotham motioned to approve as amended

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

Other Business:

Wire Bid

MOTION: Commissioner Rowbotham motioned to authorize GM to execute contract for wire bid out of 2022 budget, not to exceed \$363,000

SECOND: Commissioner O’Leary seconded

VOTE: 3-0 Approved

Commissioner Catlin mentioned the District's flag is not illuminated.

Operations Report:

OM Wood presented

- October Operations Report
- Year to Date Incident Reports

Engineering Report:

Engineering Supervisor Edwards presented

- October Engineering Report
- Reliability Report

Manager's Report:

GM Boast presented via Teams

Commissioner's Report:

Commissioner Rowbotham presented

Future Planning:

Regular Board Meeting – Originally scheduled December 28th, 2021 at 1 pm, rescheduled for December 21st at 1 pm

Executive Session:

Commissioner O'Leary called for an executive session at 3:30 for 20 minutes to discuss: *RCW 42.30.110(1)(b) – Real estate*

No action was taken during Executive Session.

Executive Session ended at 3:50 pm.

Commissioner O'Leary adjourned the meeting at 3:51 pm.

Joe O'Leary
Joe O'Leary (Dec 23, 2021 14:48 PST)

Joe O'Leary, President

Rick Catlin
Rick Catlin (Jan 10, 2022 14:15 PST)

Rick Catlin, Secretary

Shan
Shan Rowbotham (Dec 28, 2021 18:30 PST)

Shan Rowbotham, Vice President


2021 11-30 Regular Board Meeting Minutes - MB Edits


Final Audit Report


2022-01-10


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