

**MINUTES OF THE BOARD OF COMMISSIONER MEETING  
OF KITTITAS COUNTY PUD #1  
NOVEMBER 25, 2014**

The meeting of the Board of Commissioners of Public Utility District #1 of Kittitas County was called to order by President Paul Rogers at 1:00 P.M.

**Roll Call:**

Paul Rogers, President  
Rogers Sparks, Vice-President  
Shan Rowbotham, Secretary

**Staff Present:**

Matt Boast, (GM)  
Brian Vosburgh, (OM, AGM)  
Genine Pratt, Finance Manager (FM)  
Kelly Carlson, Administrative Assistant

**Guests Present:**

No Guests

**Public Comments/Introduction of Guests**

**No Public Comment**

**Agenda**

Item 4.1 – Pull and move to 5.6  
MOTION: Commissioner Rowbotham moved to approve agenda as Amended.  
SECOND: Commissioner Sparks seconded  
VOTE: 3-0 Approved

**Consent Agenda**

Consent Agenda Items:       October 25, 2014 Regular Meeting Minutes  
  November 13, 2014 Special Meeting Minutes  
  Resolution 8822 – Transfer & Invest Funds November  
  2014

Commissioner Sparks motioned to approve the Consent Agenda as amended.  
Commissioner Rowbotham seconded

**Vote: Approved 3-0**

## Financial Reports

FM Genine Pratt reported on the following:

FM Pratt presented the financial narrative and fielded any questions the Commissioners had.

**5.2 Consumer Sales & Revenue** – FM Pratt went over the report and stated the cumulative revenue is down approximately \$100K due to meter changouts in 2013

**5.3 Collection Activity Report** – No Action

**5.4 Board Expenses** – No Action

**5.5 Top Ten Consumers** – No Action

**5.6 November Warrants** – Commissioners went over November warrants and Staff fielded questions. Some warrants brought to attention were Michels Power, Potter Consulting, PCS, Oeser and Baer Testing.

**MOTION:** Commissioner Rogers motioned to approve the November warrants.

**SECOND:** Commissioner Sparks seconded.

**VOTE:** Approved 3-0

## Old Business

**6.1 Board Retreat Objectives** – GM Boast went over listing and fielded questions from Commissioners.

**6.2 Irrigation Rate & New Large Load Policy Review** – GM Boast is working with EES to establish an irrigation rate and will be coming up with three options to bring to the board. This should happen in the January 2015 timeframe.

**6.3 SPCC Consultant Selection:** No Action

**6.4 20-Year System Study:** GM Boast gave a brief overview of the selection process. Commissioner Sparks asked if the Commissioners would be involved in the entrance meeting. GM Boast stated that he would like to establish a relationship with the Consultant prior to them meeting with the board.

## New Business

**7.1 2015 Budget:** The following items were of discussion on the 2015 Budget:

- No further FTE's – Commissioner Rogers
- Possible future rate increase and what the forecast will be for this.
- Bond amount discussion
- FM Pratt to prepare several scenario's per request from the Commissioners that will involve partial rate increases, use of revenues, etc.

- 7.2 **Resolution No. 820:** GM Boast submitted resolution 820 for consideration. This resolution would allow the District to pay damage claims denied by the districts insurance. GM Boast wanted to ensure the Commissioners that each claimant would be required to sign a release of claims in order to receive payment.  
**MOTION:** Commissioner Rogers motioned to approve Resolution No. 820 as presented.  
**SECOND:** Commissioner Rowbotham seconded  
**VOTE:** Approve 3-0
- 7.3 **Resolution No. 821:** GM Boast requested the Commissioners look at agency participation and select which ones they want the District to participate in for 2015. Commissioner Rowbotham suggested discontinuing PPC, NWRP, APPA, and NW Wage and Hour. After some discussion the following was decided.  
**MOTION:** Commissioner Rogers motioned to remove NWRP, NWWH, and PNUCC.  
**SECOND:** Commissioner Rowbotham Seconded  
**VOTE:** 3-0 Approved

### **Operations Report**

- 8.1 **Project Status and Schedule:**  
OM Vosburgh reported on the following:
- **Alpine Project** – is 100% complete.
  - **Lauderdale Project** – Michels working on feeder tie along Burke Road and will continue with weather permitting.
  - **Safety Training** – OM Vosburgh stated that he received quotes and will use Vivid for online safety training for the crew.
- 8.2 **Work in Progress Monthly Activity** – No Action
- 8.3 **Work Order Reports:** No Action

### **Engineering Report**

- 9.1 **Capital Project 203 – Smithson-Teaway:** No Action
- 9.2 **Alpine Cable Replacement:** No Action, discussed above.
- 9.3 **Security Light/LED Replacement Project:** GM Boast stated that this project will be bid out in 2015
- 9.4 **Inactive Meter Recovery:** GM Boast reported that according to the internal audit that meters left in the field when disconnected must be booted. He stated that

there is no way to verify annually that these are not energized, so we are doing checks now.

**9.4 Engineering Look Ahead:** No Action

**9.5 Outage Report:** No Action

**Managers Report:**

No Managers report.

**Commissioners Report**

**Commissioner Rogers**– Stated his concern with the process and the denial of claim for Chuck Ward and he would like to revisit. After a short phone conference with the district’s attorney:

**MOTION:** Commissioner Rogers moved to add Claim for Damages – Chuck Ward under old business 6.5 for discussion.

**SECOND:** Commissioner Rowbotham seconded

**VOTE:** Approve 3-0

**Item 6.5 – Claim for Damages – Chuck Ward: Commissioner Rogers would like to revisit this claim in response to letter from Jim Davis.**

**MOTION:** Commissioner Rogers motioned to deny the Claim for Damages from Chuck Ward in the amount of \$2 million.

**SECOND:** Commissioner Sparks seconded

**VOTE:** Approved 3-0

**Commissioner Rowbotham –**


- None

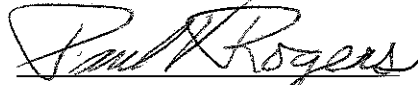
**Commissioner Sparks–**

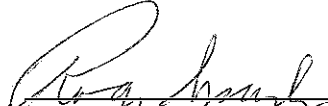
- None

**Meeting adjourned at 4:05 P.M.**

ATTEST:

  
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Shan Rowbotham, Secretary

  
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Paul Rogers, President

  
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Roger Sparks, Vice President