

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
June 4, 2019
NEWPORT CONFERENCE ROOM, NEWPORT, WA

Present: Curtis J. Knapp, President
Richard A. Larson, Vice President
Joseph B. Onley, Secretary

Staff Present: F. Colin Willenbrock, General Manager
Management/District Staff
Tyler R. Whitney, Chief Legal, Generation &
Regulatory/Government Affairs Officer
Karen Willner, Clerk of the Board

Others: None

The meeting was called to order at 8:32 a.m. by Curtis J. Knapp, President.

CONSENT AGENDA:

The minutes from the May 21, 2019 meeting and today's revised agenda were reviewed.

Vouchers audited certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board. As of this date, June 4, 2019, the Board, upon motion by Commissioner Onley and seconded by Commissioner Larson approved the following:

- The minutes of May 21, 2019 meeting and the revised agenda for June 4, 2019.
- Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 2942 through 2985 in the total amount of \$281,077.41; ACH payments in the total amount of \$215,970.91; and Wire transfers in the total amount of \$582,739.91.

BOARD WORKSHOP/GENERAL MANAGER'S REPORT:

Colin Willenbrock, District General Manager introduced newly-hired employees Philip Roice, District Electrical Engineer and Scott Branson, District Supervisory Control and Data Acquisition Engineer. Mr. Branson and Mr. Roice provided their backgrounds. The Board introduced themselves.

Mr. Willenbrock thanked Kenna Tornow, District Communications & Public Contracts Manager; Autumn Rice, District Regulatory Compliance Coordinator; and Kimberle Hunter, District Customer Service Representative (CSR) for their role in the Box Canyon Dam Safety Awareness Day held last Friday. Commissioner Larson seconded Mr. Willenbrock's compliment and reported it was a great turnout and event. Jason Pimental, District Safety Coordinator reported it was a good display and he commended Scott Jungblom, District Natural Resources Manager for doing a great job working with the children who were fishing in Campbell Pond.

Mr. Willenbrock reported on the Public Power Council and Bonneville Power Administration (BPA). Discussion was held.

He also reported on the Central Washington Public Utilities (CWPU) meeting on May 29 in Spokane. Discussion was held.

Commissioner Onley inquired how our compliance program is modeled after a safety program. Kevin Conway, District Chief Compliance, Engineering & Technology Officer explained the compliance program in more detail.

SAFETY SPOTLIGHT:

Jason Pimental, District Safety Coordinator reported a new stop sign at the Box Canyon Viewpoint site highway entrance will be installed this week.

He distributed and explained a handout regarding a Washington State GridEx Power Outage Exercise that will be held in November.

He reported the line crews are doing a mock pole top rescue training scenario on July 18 in Ione. This is in coordination with Life Flight.

Mr. Willenbrock reported Chris Jones, District Director of Operations and a line crew member are going to the Idaho Hill Elementary School today to do a power town model safety demonstration.

Mr. Conway referenced Mr. Pimental's GridEx handout and reported the exercise is part of the national Grid Security Exercise hosted by the North American Electric Reliability Corporation and includes cyber and physical security training.

CUSTOMER SPOTLIGHT:

Libbey Bartel, District Chief Customer Service & Metering Officer reported today is the last day for Brenda Rodas, District CSR at Box Canyon. She reported there will be modified customer service hours, Monday – Wednesday from 9:00 a.m. – 1:00 p.m., at the Box Canyon Visitors Center for the month of June. She distributed and explained a Box Canyon customer payment kiosk mock-up plan handout.

COMMISSION REPORT:

Commissioner Larson attended a fish meeting sponsored by Seattle City Light, Fish & Wildlife and Forest Service on May 22 at the Cutter Theatre and reported a question came up regarding Sullivan Creek, Mill Pond and why Sullivan Lake is not filling. He told the meeting attendees that we closed the gates at Sullivan Lake sooner than we usually do because it is a drought year with low snowpack.

Commissioner Onley attended a Northwest Wholesale Power Markets conference on May 15 in Portland and reported he learned a lot of good information on resources and consumer loads. He also attended a Northwest Public Power Association (NWPPA) Annual conference on May 19 – 23 in Sacramento and provided an overview.

Commissioner Knapp attended the NWPPA Annual conference and reported there was a good panel discussion.

COMMISSION BUSINESS:

- Pend Oreille County Fairgrounds Grandstand Funding Request. Mr. Willenbrock reported that Mr. Jones received a quote to do the project. Discussion was held. Commissioner Onley suggested the District should do a press release on the District's help with this project. A motion was made by Commissioner Larson and seconded by Commissioner Onley to give a charitable donation of up to \$3,000 for materials and labor. The motion passed unanimously.
- Cusick/Usk Urban Growth Area Letter. Discussion was held. The Board was in agreement with the letter.
- Commissioner Knapp's Op Ed. Discussion was held. A motion was made by Commissioner Larson and seconded by Commissioner Onley to approve Commissioner Knapp's Op Ed for submission to the Newport Miner. The motion passed unanimously.

Commissioner Knapp will attend a Public Utility Risk Management Services meeting on June 5 – 6 in Seattle.

Commissioner Onley will tentatively attend an Economic Development Council (EDC) meeting on June 19 in Ione and a Tri-County Economic Development District meeting on June 26 in Colville.

Commissioner Larson will tentatively attend the EDC meeting on June 19 in Ione. He will attend the TEDD meeting on June 26 in Colville.

BOUNDARY RATE ADJUSTMENT:

Sarah Holderman, District Chief Treasury, Broadband & Strategic Planning Officer provided an overview on how the Boundary rate adjustment started due to the Boundary Dam relicensing. She reported the adjustment is based on our prior year's cost to purchase Boundary Dam power. Discussion was held.

ACTION ITEMS:

- Boundary Rate Adjustment. Discussion was held. A motion was made by Commissioner Onley and seconded by Commissioner Larson to approve the adjustment and accompanying revised policy. The motion passed unanimously.
- Resolution No. 1422 – CWPU Interlocal Cooperation Agreement for UIP Trust. A motion was made by Commissioner Onley and seconded by Commissioner Larson to adopt the resolution and authorize the general manager to execute the agreement. The motion passed unanimously.
- Damage Claim DC04262019. Amber Orr, District Director, Engineering and Mr. Branson provided the details. Discussion was held. Based on staff recommendation, a motion was made by Commissioner Onley and seconded by Commissioner Larson to deny the damage claim in the total amount of \$8,196.02. The motion passed unanimously.

BREAK/BUSINESS FROM THE PUBLIC:

Mr. Willenbrock reported that Tara Leininger, Mayor of Town of Metaline Falls has asked us to investigate putting in an electric vehicle charging station. Discussion was held. He will schedule a meeting with the Mayor to discuss further.

Following a 5-minute break and no business from the public, the meeting resumed.

COST ALLOCATIONS:

April Owen, District Chief Audit, Financial & Power Supply Officer distributed and explained an employee cost allocation handout on how staff allocates its time.

She reviewed a Cost Allocation Plan handout to be used as a reference tool during our budget process. Discussion was held.

The Board and Mr. Willenbrock commended Ms. Owen and the finance staff for their work on the staff time allocation information and audit.

Discussion was held regarding commissioner travel and expense reimbursement.

RECOGNITION LUNCH – WATER DEPARTMENT ACHIEVEMENT OF TREATMENT OPTIMIZATION PROGRAM GOLD CERTIFICATE FOR RIVERBEND WATER SYSTEM:

Mr. Willenbrock recognized and commended the Water Systems department consisting of Mark Scott, Water Systems Manager; Rusty Gill, Water Systems Operator, Newport; and Ryan Tellessen, Water Systems Operator, Ione for achieving a Treatment Optimization Program Gold Certificate for the Riverbend Water System.

Following a working recognition lunch and cake, the meeting resumed.

EXECUTIVE SESSION – PENDING AND/OR POTENTIAL LITIGATION:

A 60-minute executive session on pending and/or potential litigation commenced at 12:00 p.m. The following were in attendance: Board of Commissioners; Colin Willenbrock, General Manager; and Tyler Whitney, Chief Legal, Generation & Regulatory/Government Affairs Officer. The executive session adjourned at 12:58 p.m. and the Board returned to open session. No final action was taken.

There being no further discussion to come before the Board, the meeting adjourned at 12:59 p.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form