

Minutes of  
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY  
February 18, 2020  
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, General Counsel & Assistant General Manager  
Karen Willner, Clerk of the Board

Others: Christopher McKey, Energy West, LLC  
Jeff Atkinson, Energy West, LLC

The meeting was called to order at 8:30 a.m. by Curtis J. Knapp, President.

CONSENT AGENDA:

The minutes from the February 4, 2020 meeting and today's 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, February 18, 2020, the Board, upon motion by Commissioner Larson and seconded by Commissioner Onley approved the following:

- The minutes of February 4, 2020 meeting and the agenda for February 18, 2020.
- Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 4057 through 4129 in the total amount of \$421,222.01; ACH payments in the total amount of \$212,480.28; Wire Transfers in the total amount of \$300,920.14; and ACH payroll transactions in the total amount of \$261,170.54 for the payroll ending January 31, 2020.

PRE-APPROVAL OF COMMISSIONER TRAVEL:

Discussion was held regarding the Commissioner's March 2020 pre-travel plans.

Commissioner Larson will attend a Northwest Open Access Network Board meeting on March 11 in Spokane and tentatively attend a Tri-County Economic Development District meeting on March 25 in Colville.

Commissioner Knapp will attend an Energy Northwest meeting on March 24 – 26 in Richland and tentatively attend the Washington Public Utility Districts Association (WPUDA) meetings on March 18 – 19 in Olympia.

Commissioner Onley will attend the WPUDA meetings on March 17 – 20 in Olympia.

Discussion was held regarding governance training and the public hearing on utility services on March 3 with more discussion to be held on March 17.

Staff and guest introductions were made. The Board welcomed Christopher McKey and Jeff Atkinson, Energy West, LLC to the meeting. They provided their background information and noted their appreciation for being here today.

EXECUTIVE SESSION – PENDING AND/OR POTENTIAL LITIGATION:

A 3-hour 30-minute executive session on pending and/or potential litigation commenced at 8:45 a.m. The following were in attendance: Board of Commissioners; Colin Willenbrock, General Manager; Tyler Whitney, General Counsel & Assistant General

Manager; April Owen, Director, Audit, Financial & Power Supply; Sarah Holderman, Director, Treasury, Broadband & Strategic Planning; Kevin Conway, Director, Compliance, Engineering, Safety & Technology; Christopher McKey, Energy West, LLC; and Jeff Atkinson, Energy West, LLC. It was publicly announced the executive session would be extended for 60 minutes. It was publicly announced the executive session would be extended for an additional 15 minutes. The executive session adjourned at 1:30 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 1:31 p.m.

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President

ATTEST:

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Secretary

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General Counsel  
Approved as to Form