

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
May 21, 2019
NEWPORT CONFERENCE ROOM, NEWPORT, WA

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

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: Bob Eugene, Member of the Public
Gretchen Koenig, Member of the Public

The meeting was called to order at 10:00 a.m. by Richard A. Larson, Vice President.

CONSENT AGENDA:

The minutes from the May 7, 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, May 21, 2019, the Board, upon motion by Commissioner Knapp and seconded by Commissioner Onley approved the following:

- The minutes of May 7, 2019 meeting and the revised agenda for May 21, 2019.
- Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 2877 through 2941 in the total amount of \$188,819.19; ACH payments in the total amount of \$423,428.69; Wire Transfers in the total amount of \$116,815.16; and ACH payroll transactions in the total amount of \$222,784.93 for the payroll ending May 15, 2019.

BUSINESS FROM THE PUBLIC:

Gretchen Koenig, member of the public inquired if HiTest/PacWest had signed a power supply term sheet with the District. Colin Willenbrock, District General Manager reported the District had not heard from PacWest in some time. Commissioner Larson reported it is also quiet on the county and Ecology sides.

Ms. Koenig inquired if the vegetation crews had started working. Mr. Willenbrock reported the tree trimming crew works year-round and had currently been working on the north-end of the county. He explained that the servicemen were transitioning the distribution system to single-shot operations in order to mitigate summer fire risk.

Bob Eugene, member of the public inquired that with Teck Mine in a care and maintenance mode and utilizing less power is the District picking up any other industrial loads. Mr. Willenbrock reported the District has see some load growth but nothing of replacement magnitude.

SAFETY SPOTLIGHT:

Mr. Willenbrock reported Jason Pimental, District Safety Coordinator is currently reporting directly to him. Mr. Pimental is working with Kevin Conway, District Chief Compliance, Engineering & Technology Officer on a revised safety program. He reported Mr. Conway modeled our compliance program after a safety program. Today

Mr. Pimental is updating the spill trailers inventory with Pend Oreille County Fire District No. 4 at Box Canyon.

Mr. Willenbrock is working on updating the District's Safety Award and Flame Resistant Clothing policy. Ms. Koenig inquired if the safety policy promotes community awareness. Mr. Willenbrock reported it does and Kenna Tornow, District Communications & Public Contracts Manager does outreach and education through customer newsletter articles and community events such as our power town model demonstrations.

Mr. Willenbrock reported that per Commissioner Onley's request the District is working with the Port on installing a stop sign when entering the highway at the Box Canyon Viewpoint site.

CUSTOMER SPOTLIGHT:

Libbey Bartel, District Chief Customer Service & Metering Officer reported there are currently 60 customer fiber line extensions and 43 customer electric line extensions. She reported installing a kiosk at the Box Canyon Visitors Center is moving forward and the timeline is 4 – 6 weeks. She reported the meter readers are doing locates and the annual meter reads. Discussion was held regarding the meter read schedule.

She reported on customer deposit letters that are being mailed. She explained 400 letters were mailed to customers with a "D" credit score rating informing them that a deposit would be required. She reported staff is working with customers on staged payment arrangements. She explained that a deposit will remain on the customer's account for one year and is then refundable with a good credit rating. Mr. Willenbrock reported the District is receiving some customer letters and that Ms. Bartel is working with them to find reasonable solutions.

Mr. Willenbrock received a letter today from the Pend Oreille County Commissioners requesting help with the Pend Oreille County Fairgrounds Grandstand support poles that are in need of replacement due to dry rot. The county commissioners are requesting the District help in providing materials, equipment and manpower to make the repairs. He asked the Board to consider this request and be prepared to take action at the June 4 Board Meeting. Discussion was held.

COMMISSION REPORT:

Commissioner Knapp is attending the Northwest Public Power Association (NWPPA) Annual Conference today through Thursday in Sacramento.

Commissioner Onley attended a Northwest Wholesale Power Markets Conference on May 15 in Portland and is currently attending the NWPPA Annual Conference in Sacramento. He provided an overview of the meetings.

Commissioner Larson attended a Northwest Open Access Network (NoaNet) Board meeting on May 8 in Spokane, an Economic Development Council (EDC) meeting on May 15 in Usk and an EDC Rezone Comprehensive Plan meeting on May 16 in Newport.

Discussion was held regarding a land rezoning public hearing on May 22 at the Newport High School.

Mr. Willenbrock provided a NoaNet meeting update and reported they are pursuing funding on capital items. They are looking to reschedule a strategic planning workshop to June.

Discussion was held regarding a draft of the Cusick/Usk Urban Growth Area Plan.

COMMISSION BUSINESS:

Commissioner Larson will tentatively attend a fish meeting on May 22 at the Cutter Theatre in Metaline Falls. He will attend a North Pend Oreille County Chamber of Commerce meeting on June 3 in Metaline and an exit conference, via teleconference with the State Auditor on May 23.

ACTION ITEM:

- Unbudgeted Item – Ditch Witch. Mr. Willenbrock provided the details. Discussion was held. A motion was made by Commissioner Knapp and seconded by Commissioner Onley to approve the unbudgeted item in the amount of \$26,836.72 and authorize the general manager to execute the request form and the procurement contract. The motion passed unanimously.

Commissioner Knapp will have his opinion editorial ready for the Board's review at the June 4 Board meeting.

There being no further discussion to come before the Board, the meeting adjourned at 10:36 a.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form