

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
February 5, 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: Duane Schofield, Member of the Public
Desiree Hood, River Valley Beacon
Russ Pelleberg, Newport City Administrator
Six Members of the Public

The meeting was called to order at 8:31 a.m. by Curtis J. Knapp, President.

CONSENT AGENDA:

The minutes from the January 29, 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, February 5, 2019, the Board, upon motion by Commissioner Larson and seconded by Commissioner Onley approved the following:

- The minutes of January 29, 2019 meeting and the revised agenda for February 5, 2019.
- Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 2507 through 2533 in the total amount of \$57,447.02; ACH payments in the total amount of \$435,145.77; and Wire Transfers in the total amount of \$94,272.82.

BUSINESS FROM THE PUBLIC:

- Pend Oreille Biomass Model. Duane Schofield, member of the public appeared before the Board to discuss a Pend Oreille Biomass Model Project. Discussion was held. The Board asked that he talk with other agencies and gather their thoughts before the District can understand this project further.

The Board thanked Mr. Schofield for attending today's meeting and for providing the information.

BOARD WORKSHOP/GENERAL MANAGER'S REPORT:

Colin Willenbrock, District General Manager reported he and Commissioner's Larson and Onley attended a Community Leader's meeting and he provided an overview. Discussion was held.

He reported Grant Pfeifer, Director of Ecology will be retiring at the end of the month. He is the lead on the Pac West project.

He reported a District truck caught fire while parked in the vehicle yard. An investigation is ongoing and Sarah Holderman, District Chief Treasury, Broadband & Strategic

Planning Officer is working with Public Utility Risk Management Services regarding the District's insurance coverage.

He is traveling to Portland for Public Power Council (PPC) meetings tomorrow and Thursday. Discussion was held.

SAFETY SPOTLIGHT:

Jason Pimental, District Safety Coordinator provided a Labor & Industry (L&I) inspection update on J.W. Fowler Company regarding their work on the Box Canyon Upstream Fish Ladder project. He provided an incident summary that crews broke through the conduit while working but kept jackhammering. He reported there was open discussion between the District and Fowler. He reported there is an L&I requirement to have the OSHA 300 log displayed on all District safety boards. This has been done. Discussion was held. Mr. Willenbrock was on site on January 30 and reported the District did a nice job with its safety communications and meetings.

Mr. Pimental reported the Engineering staff is working to install an emergency shower and eye wash station at the Pine Street Substation per an L&I standard requirement. Discussion was held.

He reported there are several safety trainings scheduled in 2019.

He is waiting to receive an investigative report from the sheriff regarding the District truck that caught fire. Discussion was held.

CUSTOMER SPOTLIGHT:

Libbey Bartel, District Chief Customer Service & Metering Officer shared positive feedback from Inland Power & Light customers that the District acquired last year. Discussion was held.

Commissioner Onley reported he was contacted by a customer regarding a meter disconnect matter. Ms. Bartel reported she contacted the customer and provided the details. Discussion was held.

COMMISSION REPORT:

Commissioners Larson and Onley attended a Community Leaders Roundtable meeting on February 1 in Usk. Commissioner Larson asked Commissioner Onley what his thoughts were after attending his first meeting. Commissioner Onley reported the county needs industry and we need to do everything possible to make it happen. He reported it was a good meeting and he enjoyed getting to meet everyone. Commissioner Larson provided an overview of the meeting.

Discussion was held regarding a customer's email regarding economic development.

COMMISSION BUSINESS:

Commissioner Larson will attend an EDC Study Group meeting on February 7 in Newport, a Northwest Open Access Network Board meeting on February 13 in Spokane and a PUD Day on the Hill event and Washington Public Utility Districts Association (WPUDA) meetings on February 14 – 15 in Olympia.

Commissioners Onley and Knapp will attend the PUD Day on the Hill event and WPUDA meetings on February 13 – 15 in Olympia.

April Owen, District Chief Audit, Financial & Power Supply Officer inquired if a commissioner can meet with Olga Darlington, Moss Adams auditors this Thursday. Commissioner Larson will meet with her.

ACTION ITEMS:

- 2019 State and Federal Legislative Priorities. Tyler Whitney, District Chief Legal, Generation & Regulatory/Government Affairs Officer provided the details. Discussion was held. A motion was made by Commissioner Onley and seconded by Commissioner Larson to approve the two legislative priorities. The motion passed unanimously.
- Damage Claim DC01152019. Discussion was held. Based on staff recommendation, a motion was made by Commissioner Larson and seconded by Commissioner Onley to deny the damage claim in the total amount of \$81.60. The motion passed unanimously.

BREAK/BUSINESS FROM THE PUBLIC:

Following a 5-minute break, the meeting resumed.

- Newport Rodeo Fairgrounds Presentation by the City of Newport. Russ Pelleberg, Newport City Administrator and other members of the public appeared before the Board to discuss improvements to the Newport Rodeo Fairgrounds area. Mr. Pelleberg provided a powerpoint presentation and explained the rodeo grounds area master plan which is composed of four main areas: rodeo grounds, RV park, softball fields, and future BMX track. He provided an overview of the improvements which includes moving the existing electrical pedestal and installing new pedestals as needed, proposing a RV park, updating the city softball/baseball fields and building a Newport BMX track.

He reported the group is looking for support in the form of monetary or time donations. Discussion was held. Mr. Willenbrock commended Mr. Pelleberg and the group for coming up with this great project and for all the work they have done. He explained the District is looking at recreational opportunities and he is thinking this may be a great fit for the Pioneer Park Campground overcrowding issue. He also explained how the District handles in-kind support and/or monetary contributions. He asked that the City submits a request to the Board based on the portion of the project it is working on. Mr. Pelleberg will work on a request and submit it to the Board for its consideration.

The Board thanked Mr. Pelleberg and the members of the public for attending and providing the information.

DISCUSSION ON PINE STREET SUBSTATION:

Amber Orr, District Director of Engineering explained an excel spreadsheet tracking form for the Pine Street Substation regulator and concrete work upgrade. She provided the history of the transformer and regulators at the substation and why an upgrade was needed. Discussion was held. Mr. Willenbrock reported that switching, reliability and load growth are the reasons for the upgrade.

The Board thanked Ms. Orr for providing this information.

EXECUTIVE SESSION – PENDING AND/OR POTENTIAL LITIGATION:

A 30-minute executive session on pending and/or potential litigation commenced at 11:05 a.m. The following were in attendance: Board of Commissioners; Colin Willenbrock, General Manager; and Tyler Whitney, Chief Legal, Generation & Regulatory/Government Affairs Officer. After public announcement, the executive session was extended for 25 minutes. The executive session adjourned at 12:00 p.m. and the Board returned to open session. No final action was taken.

Discussion was held as a follow up to the January 29 Board meeting discussion on travel and business expenses.

There being no further discussion to come before the Board, the meeting adjourned at 12:30 p.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form