

Minutes of  
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY  
December 16, 2025  
NEWPORT CONFERENCE ROOM, NEWPORT, WA AND  
VIRTUAL VIA MICROSOFT TEAMS

Present: Dave Rick, President  
Curtis J. Knapp, Vice President  
J. Troy Moody, Secretary

Staff Present: Chris Jones, General Manager  
Management/District Staff  
Karen Willner, Clerk of the Board

Others: Laura Verity, Merkle Standard Infrastructure

The meeting was called to order at 8:30 a.m. by Commissioner Dave Rick, President followed by the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA:

The minutes from the December 2, 2025 meeting, today's agenda, and the vouchers were reviewed and discussed.

As of this date, December 16, 2025, the Board, upon motion by Commissioner Moody and seconded by Commissioner Knapp approved the following:

- The agenda for December 16, 2025 and the minutes of the December 2, 2025 meeting.
- 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. Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 11148 through 11199 in the total amount of \$180,726.49; ACH payments in the total amount of \$4,102,576.81; Wire transfers in the total amount of \$253,857.05; and ACH payroll transactions in the total amount of \$302,672.09 for the payroll ending November 30, 2025.

The motion passed unanimously.

COMMISSION REPORT:

Commissioner Moody attended the Pend Oreille County Representatives Workshop on December 10 at the county, provided an overview, and reported it was a good meeting. Discussion was held.

Commissioner Knapp attended Energy Northwest meetings on December 9 - 11 in Tri-Cities and provided an overview. He had phone calls with customers.

Commissioner Rick attended a Tri-County Economic Development District meeting on December 3 in Colville and provided an overview. He attended the Pend Oreille County Representatives Workshop on December 10 at the county and provided an overview. Discussion was held.

#### COMMISSION BUSINESS:

Commissioner Moody will attend a Greater Newport Area Chamber of Commerce meeting on December 23 in Newport and a District Holiday Gathering on December 18 at Box Canyon.

Commissioner Rick will attend the District Holiday Gathering on December 18 at Box Canyon.

Commissioner Knapp will attend the District Holiday Gathering on December 18 at Box Canyon.

- Pre-Approval of Commission Travel or Meeting Attendance. Discussion was held. A motion was made by Commissioner Knapp and seconded by Commissioner Moody to approve the Commission travel and meeting attendance for January. The motion passed unanimously.

Katie Pfitzer, District Director of Administrative Services, introduced Nicole Woitel, HR Generalist, provided an overview of her job duties, and reported that she is excited to have Ms. Woitel at the District. Ms. Woitel provided her background and is excited to be here and build on her skills. Discussion was held. The Board welcomed Ms. Woitel to the District.

#### BUSINESS FROM THE PUBLIC/OPEN COMMENT PERIOD:

Commissioner Rick asked if there were any business or comments from the public.

Laura Verity, Merkle Standard Infrastructure, reported that Brook Beeler is the current Department of Ecology Director. She wished everyone a Merry Christmas and Happy New Year.

Commissioner Rick thanked Ms. Verity for the information and everyone for attending.

#### GENERAL MANAGER REPORT:

Chris Jones, District General Manager, reported there is no management report today due to the holiday lunch and agenda action items. He reported that Madie Groom, District Contracts Administrator, has been named as our Public Records Officer.

He reported that Employee Safety Day is March 19 and provided an overview which includes a keynote speaker, Rocky Bleier and he provided Mr. Bleier's background. Discussion was held.

Following a short recess, the meeting resumed.

#### ACTION ITEMS:

- Approval of Election of Board Officers for 2026. Commissioner Rick made a motion to elect Commissioner Knapp as President. There was no second motion and the motion died. Discussion was held. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to elect Commissioner Knapp as President, Commissioner Rick as Vice President, and Commissioner Moody as Secretary for 2026. The motion passed unanimously.
- Approval of Resolution No. 1503 – 2026 Budget. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to approve the resolution. Commissioner Moody thanked staff for the additional two weeks to review. Discussion was held. The motion passed unanimously.
- Approval of Resolution No. 1504 – 2026 Board Meetings Calendar. A motion was made by Commissioner Knapp and seconded by Commissioner Moody to approve the resolution. The motion passed unanimously.
- Approval of District Organization Representation for 2026. Discussion was held. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to appoint representatives and alternates as discussed. The motion passed unanimously.
- Approval of Strategic Plan for 2026 – 2030. A motion was made by Commissioner Knapp and seconded by Commissioner Moody to approve the plan as presented by staff. The Board thanked staff for their hard work and team effort. The motion passed unanimously.
- Approval of First Amendment to Safety Consultant Contract No. 24-054. Mr. Jones reported that we have been using True Grit Brotherhood as our safety consultant for this year. He provided background history and reported there is a benefit in having a subject matter expert to take our safety program to the next level. He reviewed the contract schedule and explained that we do not want to go backwards in our safety program for next year. Discussion was held. A motion

was made by Commissioner Knapp and seconded by Commissioner Moody to approve the contract as presented by staff. The motion passed unanimously.

- Approval of Six 15kV Power Circuit Breakers, Contract No. 25-309. Mike Schleich, District Director of Engineering and Operations, reported that the circuit breakers are for the Bare Mountain Substation and the winning bidder is the lowest responsive bidder and has a lead time that is better than expected. Discussion was held. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to approve the contract and award the bid to the apparent low bidder, Siemens Industry, Inc. in the total amount of \$210,977.84 as presented by staff. The motion passed unanimously.
- Approval of Winter Power Supply Transaction. Ben Hall, District Energy Resources Manager, provided the details. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to approve the purchase of wholesale capacity for January 2026 – February 2026 and November 2026 – February 2027. The motion passed unanimously.

Commissioner Rick announced a 60-minute executive session to review the performance of a public employee will begin at 10:35 a.m. in the Riverbend Conference Room. If the executive session needs to be extended he will rejoin the open session to publicly announce an extension. No final action will be taken during the executive session. Following the executive session, he and the Board will rejoin the open session to resume the meeting. He reported the next meeting will be held on Tuesday, January 6, 2026, at 8:30 a.m., in the Newport Conference Room, in Newport and via Microsoft Teams.

#### EXECUTIVE SESSION – REVIEW PERFORMANCE OF A PUBLIC EMPLOYEE:

A 60-minute executive session to review the performance of a public employee commenced at 10:35 a.m. The following were in attendance: Board of Commissioners. At 10:55 a.m., Chris Jones, General Manager, joined the executive session. The executive session ended at 11:35 a.m. and the Board returned to open session. No final action was taken during the executive session.

Commissioner Rick asked if there was any other business for the good of the order. There was none.

He reported the next regular meeting is scheduled for Tuesday, January 6, 2026, starting at 8:30 a.m., in the Newport Conference Room, in Newport, Washington and via Microsoft Teams.

The meeting was adjourned at 11:37 a.m.

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President

ATTEST:

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Secretary

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General Counsel  
Approved as to Form