

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
July 1, 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, Interim General Manager
Management/District Staff
Karen Willner, Clerk of the Board

Others: Tyler Whitney, Cable Huston, LLP, virtual
Gretchen Koenig, Member of the Public

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

Commissioner Rick announced a 30-minute executive session to consider the qualifications of an applicant for public employment will begin at 8:35 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.

EXECUTIVE SESSION – CONSIDER QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT:

A 30-minute executive session to consider the qualifications of an applicant for public employment commenced at 8:35 a.m. The following were in attendance: Board of Commissioners; and Tyler Whitney, Cable Huston, LLP, virtually. The executive session ended at 9:03 a.m. and the Board returned to open session. No final action was taken during the executive session.

APPROVAL OF CONSENT AGENDA:

The minutes from the June 17, 2025 meeting, today's agenda, and the vouchers were reviewed.

As of this date, July 1, 2025, the Board, upon motion by Commissioner Knapp and seconded by Commissioner Moody approved the following:

- The agenda for July 1, 2025 meeting, and the minutes of the June 17, 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. 10581 through 10629 in the total amount of \$402,042.46; ACH payments in the total amount of \$637,903.60; Wire transfers in the total amount of \$3,410,428.80; and ACH payroll transactions in the total amount of \$286,178.99 for the payroll ending June 15, 2025.

The motion passed unanimously.

SAFETY SPOTLIGHT:

Katie Pfitzer, District Safety Manager, highlighted the core value award recipients – Riley Bauer and Brad Scott, District Telecommunication Technicians (Customer Focus) for being polite, kind and doing excellent work; Chris Mitchell, District Journeyman Tree Trimmer (Safety) reported a gooseneck hitch issue when doing a vehicle walk around; Tanner Williams, District Serviceman, Lisa Enyeart, District Hydro Maintenance, and Brett Shults, District Fleet Foreman/Lead Mechanic (Safety) for their cyber security awareness; Larry Taylor, District Power Supply Mechanic (Teamwork and Customer Focus) for going above and beyond; and Bryant Kramer, District Director of Power Production (Community) for responding as a volunteer firefighter to a call where a child had fallen off a cliff and had sustained serious injuries. Mr. Kramer commended all responders who assisted in the rescue.

She reported on two employee incidents regarding an employee's personal loss of consciousness (reportable) and an employee's laceration to their thumb (non-recordable). She explained the importance of taking your time when working.

She reported on upcoming safety meeting trainings that include radio etiquette and response, water rescue, emergency action plan, bucket and pole top rescue, confined space and rescue, office ergonomics, and wire pole plans. Discussion was held regarding active shooter training.

Commissioner Rick applauded staff for recognizing their peers for safety awards and stressed the need to remind everyone of the importance of safety at work and at home.

CUSTOMER SPOTLIGHT:

Sarah Holderman, District Director of Customer Services, thanked the following staff for participating in the Newport Rodeo Parade: Coleman Bauer, District Warehouseman; Mike Peterson, District Lead Warehouseman; John Bricher, District Finance Manager; Ryan Tellessen, District Power Supply Mechanic Journeyman; April Owen, District

Director of Finance; Kevin Persyn, District SCADA Engineer; and staff's children. She showed pictures of the event and reported that Energy Conservation Savings program flyers were handed out and that the program starts today.

INTERIM GENERAL MANAGER REPORT:

Chris Jones, District Interim General Manager, reported Ms. Holderman will provide a Meteline Falls Water System project update.

Ms. Holderman reported that she loaded a line extension report to the Board's packet and provided copies to them. She reported we sent a wire payment for our Box Canyon and Electric System interest payments today.

She reported the Meteline Falls Water System project is wrapping up and we received additional grant funding of \$150,000 that covered most of the project expenses. Discussion was held. Ms. Owen commended Ms. Holderman and Mr. Kramer for their work in securing grant funds. Mr. Kramer commended Dale Bozarth, District Project Manager, for his work in being the project manager and Rusty Gill, District Lead Water System Operator and Andrew Crawford, District Water System Operator for their work on the project.

Mr. Jones reported there is a kickoff and introductory meeting with Avista on July 9 in Spokane for work on renewing our Balancing Agreement.

He thanked Stacie Maier, District Director of Engineering and Operations, and her teams for their work on the Highway 211 outage. He thanked William Zurcher, District Vegetation Management Supervisor, for talking to our customers and thanked Mike Schleich, District Engineering Manager, Ms. Maier, and our stakers for coming up with an action plan.

BUSINESS FROM THE PUBLIC/OPEN COMMENT PERIOD:

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

Gretchen Koenig, member of the public, referenced the ambush on Canfield Mountain in Coeur d'Alene this weekend and encouraged the District to seriously consider active shooter training, a plan, and measures that employees can take to increase their safety on the job. Ms. Pfitzer noted a fire in Priest River last night where she and her family heard propane tanks explode and her children thought it was someone shooting. She emphasized that we need to have active shooter training in case something happens in the field so we know what to do. This deserves our attention for the safety of District employees. Ms. Koenig suggested that Mr. Jones talk with our local authorities on a plan. Commissioner Moody noted security with our dam and transformers and the importance of being proactive and having a game plan for our infrastructure and individual security. Mr. Jones noted our policies that are in place. Discussion was held. Ms. Koenig expressed that equipment can be replaced but people cannot.

Commissioner Rick thanked Ms. Koenig for her concern and comments.

Following a short recess, the meeting resumed.

ACTION ITEM:

- Approval of Avista Utility Easement. Mr. Jones reported Avista is working on moving a pole on their 115kV line from outside to inside the fence on our Oldtown, Idaho property. Ms. Holderman reported the Board declared our Oldtown, Idaho property as surplus and we are waiting until this easement is recorded and the pole is moved before we advertise the property for sale. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to approve the easement. The motion passed unanimously.

COMMISSION REPORT:

Commissioner Knapp attended Energy Northwest meetings on June 25 – 26 in Vancouver and a virtual Washington Public Utility Districts Association (WPUDA) Education training yesterday and provided an overview which included a list of topics that were discussed at the WPUDA training.

Commissioner Rick attended a Tri-County Economic Development District (TEDD) meeting on June 25 in Colville and provided an overview which included economic and employment statistics. Discussion was held.

COMMISSION BUSINESS:

Commissioner Knapp will attend either a virtual Pacific Northwest Utilities Conference Committee meeting or the Aquatic Weeds Workshop at the Kalispel Tribe of Indians Camas Wellness Center on July 11.

Commissioner Moody will attend the Aquatic Weeds Workshop on July 11 at the Kalispel Tribe of Indians Camas Wellness Center and a Pend Oreille County Roads Department discussion on July 8 in Cusick.

Commissioner Rick will attend a TEDD meeting on July 25 in Colville.

BOARD WORKSHOP:

- Wildfire Mitigation Operational Practices. Ms. Maier provided a presentation and reviewed our Wildfire Mitigation Plan. She reported we are doing a strategic overhead to underground line project in some locations and commended our engineering and operations teams. She reported we went into fire-safe mode (formally called one-shot) on June 16 and summarized our protection modes. She reviewed our operational practices when there are red flag warnings. Joe

Hathaway, District Public Information Officer, reviewed our community communications. The Board thanked Ms. Maier and Mr. Hathaway for their presentation.

Commissioner Rick announced a 2-hour executive session to consider the qualifications of an applicant for public employment will begin at 11:00 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 or adjourn the meeting.

EXECUTIVE SESSION – CONSIDER QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT:

A 2-hour executive session to consider the qualifications of an applicant for public employment commenced at 11:00 a.m. The following were in attendance: Board of Commissioners; and Tyler Whitney, Cable Huston, LLP, virtually. Chris Jones, District Interim General Manager joined the executive session at 12:45 p.m. The executive session ended at 1:00 p.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 Resolution No. 1500 and an Employment Contract for Mr. Jones as the General Manager will be presented for action at the July 15 meeting.

He reported the next regular meeting is scheduled for Tuesday, July 15, 2025, starting at 8:30 a.m., in the Newport Conference Room, in Newport and via Microsoft Teams. He adjourned the meeting at 1:03 p.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form