

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
August 29, 2023
BOX CANYON DAM, IONE, WA AND
VIRTUAL VIA MICROSOFT TEAMS

Present: Curtis J. Knapp, President
Joseph B. Onley, Vice President
David W. Rick, Secretary

Staff Present: April Owen, Co-Interim General Manager
Sarah Holderman, Co-Interim General Manager
Management/District Staff
Karen Willner, Clerk of the Board

Others: Gretchen Koenig, Member of the Public

The meeting was called to order at 9:30 a.m. by Curtis J. Knapp, President.

CONSENT AGENDA:

The minutes from the August 15, 2023 meeting, today's agenda, and the vouchers were reviewed.

As of this date, August 29, 2023, the Board, upon motion by Commissioner Onley and seconded by Commissioner Rick approved the following:

- The agenda for August 29, 2023, and the minutes of the August 15, 2023 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. 8468 through 8498 in the total amount of \$265,355.66; ACH payments in the total amount of \$1,426,678.01; Wire Transfers in the total amount of \$476,306.53; and ACH payroll transactions in the total amount of \$267,896.36 for the payroll ending August 15, 2023.

The motion passed unanimously.

GENERAL MANAGERS' UPDATE:

April Owen, Co-Interim General Manager, reported the Camas Wellness Center is tentatively reserved for October 10 and 19 for our townhall meeting. Discussion was held. The Board agreed to hold the meeting on October 10. Staff will work on discussion topics for the meeting agenda.

She reported our Employee Safety Day is Thursday at the Camas Wellness Center. The Board previously approved an early release for employees who attend and the office will be closed.

She provided a Cascade update and reported we are continuing to work on the new contract. Cascade is providing their proposed redlines to the contract and their decision to move forward with the Bonneville Power Administration (BPA) upgrade study today. Discussion was held.

Sarah Holderman, Co-Interim General Manager, provided an update on the Oregon Road fire in Elk and reported we de-energized our lines when the fire first broke out. There was no damage to our infrastructure. Ms. Owen reported that Kevin Conway, District Director of Utility Services, is involved in wildfire discussions and meetings around the state. She reported that one-shot is one mitigating action we are taking, but we will be investigating other possible actions. Discussion was held.

Ms. Holderman reported the new Heat Law went into effect on July 23 and it came into play during the last round of customer non-pay disconnects causing the disconnects to be delayed a week. We are following alerts for any heat events.

She reported on an insurance risk visit at Box Canyon on August 17. The insurance representative toured our facilities and will give a recommendation report to us.

She provided an update on grant opportunities. The current FCC mapping indicates 100 MB service is considered as being underserved. We will continue to work with Northwest Open Access Network (NoaNet) on grants.

She reported we are close to opening the electric vehicle charging station in Metaline Falls and will schedule a ribbon-cutting ceremony.

BUSINESS FROM THE PUBLIC/OPEN COMMENT PERIOD:

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

Gretchen Koenig, member of the public, asked for clarification on the Cascade BPA study. Ms. Owen reported the system impact study is BPA's second study for this interconnection request and that Cascade needs to pay us first before the study will proceed. Ms. Koenig inquired if there is a cutoff date on the new contract. Ms. Owen reported is the current contract expires September 30 and we will not move forward with the new contract unless all items are in place.

Commissioner Knapp thanked everyone for attending and for their comments.

SAFETY SPOTLIGHT:

Adam Wiltse, District Safety Manager, provided ways we can be prepared prior to a wildfire in our area. Items include digitizing photographs and documents, having priority documents ready to go, knowing a meeting location in case of an evacuation and there is no cell phone service is available, cleaning out gutters, and removing flammable items from the perimeter of the house.

He reminded everyone that schools have started and to be aware of students walking, riding bicycles, and school buses.

CUSTOMER SPOTLIGHT:

Amber Gifford, District Customer Service & Contracts Manager, thanked staff and the commissioners for staffing our fair booth. She thanked Shannon Johnston, District Communications & Utility Services Coordinator, for organizing the booth and staffing schedule.

She reported the office is closed all day on Thursday for Employee Safety Day. We are open on Friday and closed on Monday in observance of Labor Day.

She thanked the meter readers for getting all the meter reads done and doing the disconnects and reconnects that were delayed due to the new Heat Law.

Commissioner Onley thanked Ms. Gifford for her work on the District's fair booth.

Following a short recess, the meeting resumed.

BOX CANYON UPDATE:

Bryant Kramer, District Director of Power Production, reported turbine units 2 and 3 are down. The unit 3 proportional valve failed during regular maintenance. Two proportional valves should arrive on September 5 for unit 3. Other valves are ordered.

He reported that runoff from Lake Pend Oreille is expected after Labor Day. We may need to spill if we only have two units running. Discussion was held.

He reported that unit 2 had a minor overspeed event on August 8 when they were shutting it down for the planned Box Canyon Substation outage. Crews were able to shut it down quickly. He showed and explained a picture of the inside of the unit. He reported the overspeed was a force like a commissioning procedure and not like the unit 4 overspeed event. We have hired Craig Ripplinger, a professional engineer and local hydro expert, to do an analysis on the electronics for the proportional valve failures and an analysis of the oil. Mr. Ripplinger will develop and provide a report of his findings. Discussion was held.

He reported on other projects which included a spillway inspection, Cusick pumps, fencing, carpeting in the plant control room, inspecting the fish ladder, and winterizing. He reported the summer students are soon leaving.

He reported the new dock at Campbell Pond is working well. There was an issue with a camper setting off fireworks at Campbell Park. Discussion was held.

He reported the Box Canyon Viewpoint road has been fixed.

ACTION ITEMS:

- Bid Award – Surplus Property – Approximately 25 Wooden Utility Power Poles and Miscellaneous Pole Ends. Karen Willner, District Clerk of the Board, provided a bid tabulation summary. A motion was made by Commissioner Onley and seconded by Commissioner Rick to award the bid to the highest bidder, as presented. The motion passed unanimously. Staff will proceed as appropriate.
- Declaration of Surplus Property – Fleet Asset #601, a 2008 Ford F-150 Pickup Truck. Ms. Willner reported the truck is recommended to be declared as surplus due to its age and mileage and it will be sold at auction. A motion was made by Commissioner Rick and seconded by Commissioner Onley to approve and declare the fleet asset as being unserviceable, inadequate, obsolete, worn out, or unfit to be used in the District's operations, and no longer necessary, material to, or useful in the operations of the District and, therefore surplus to the needs of the District. The motion passed unanimously. Staff will proceed as appropriate.
- Pre-Approval of 2024 Fleet Purchases. Ms. Holderman reported there are three fleet purchases, one for the Natural Resources Department, one for the Water Department, and one for the line crew. We need to order these vehicles now for 2024 delivery and will recommend the Board declare other vehicles as surplus that will be replaced with these new fleet. A motion was made by Commissioner Rick to purchase a 2024 F-250 to replace Fleet Asset #805 for the Water Department. Discussion was held. Commissioner Rick revised his motion to approve the 2024 fleet purchases for the Water and Natural Resources Departments and line crew. Commissioner Onley seconded Commissioner Rick's revised motion. The motion passed unanimously.

COMMISSION REPORT:

Commissioner Onley manned the District's fair booth on August 19 and visited the Diamond Lake Substation pole building site.

Commissioner Rick manned the District's fair booth on August 19. He attended a Pend Oreille Innovation Center Greenhouse event on August 21 in Usk and a Tri-County Economic Development District meeting on August 23 in Colville and provided an overview. He did not attend the Economic Development Council meeting on August 16 but emailed three people who attended for their notes and he provided an overview. Discussion was held.

Commissioner Knapp attended Energy Northwest Review Board and Strategic Planning meetings on August 22 – 25 in Blaine. He spoke with Lanie Mycoff, Managing Partner with Mycoff Fry Partners, LLC yesterday regarding our general manager job search and reported she has received 10 applications. He spoke with a few customers regarding various topics.

COMMISSION BUSINESS:

The Board of Commissioners will attend the Employee Safety Day on August 31 at the Camas Wellness Center in Cusick and the Board meeting on September 6 in Newport.

Commissioner Knapp will tentatively attend the Public Power Council and Pacific Northwest Utilities Conference Committee meetings on September 6 – 8 in Portland.

Commissioner Knapp announced that following a 30-minute working BBQ lunch to recognize our summer students working at Box Canyon and a tour of Box Canyon projects, the meeting will adjourn. He reported the next meeting is September 6, 2023, in the Newport Conference Room, Newport and via Microsoft Teams.

SUMMER STUDENT RECOGNITION BBQ LUNCH:

The Board, staff, and a member of the public attended a BBQ lunch to recognize the District’s summer students working at Box Canyon.

TOUR OF BOX CANYON PROJECTS:

The Board, staff, and a member of the public toured the Box Canyon Powerhouse and Spillway. Discussion was held.

There being no further discussion to come before the Board, the meeting adjourned at 1:00 p.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form