

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
May 7, 2024
NEWPORT CONFERENCE ROOM, NEWPORT, WA AND
VIRTUAL VIA MICROSOFT TEAMS

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

Staff Present: John Janney, General Manager
Management/District Staff
Karen Willner, Clerk of the Board

Others: Gretchen Koenig, Member of the Public
Troy Moody, Member of the Public

The meeting was called to order at 8:30 a.m. by Joseph B. Onley, President.

BOARD WORKSHOP:

Discussion was held regarding Premera MultiCare and Washington Dental Association insurance, District bill format, AMI meters, and employee travel regarding use of rental car.

APPROVAL OF CONSENT AGENDA:

Today's agenda and the vouchers were reviewed.

As of this date, May 7, 2024, the Board, upon motion by Commissioner Rick and seconded by Commissioner Knapp approved the following:

- The agenda for May 7, 2024 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. 9317 through 9338 in the total amount of \$21,856.57; ACH payments in the total amount of \$95,521.40; and Wire transfers in the total amount of \$231,989.82.

The motion passed unanimously.

SAFETY SPOTLIGHT:

Adam Wiltse, District Safety Manager, reported the District is working with Safety Management Group on a gap analysis to review all our policies, plans and procedures for any safety gaps. They will be onsite the first week in June to do the analysis.

The Board commended Mr. Wiltse for his work on this project. John Janney, District General Manager, commended Mr. Wiltse; Suzie Wrbelis, Director of Human Resources; Chris Jones, Director of Operations; and Bryant Kramer, Director of Power Production for managing this project.

CUSTOMER SPOTLIGHT:

Amber Gifford, District Customer Service and Contracts Manager, reported linemen and customer service staff visited the Stratton Elementary School to teach students about safety and she shared pictures of the event. She thanked everyone who was involved with the event.

She reported that May 31 is National Dam Safety Day and an article will be published in the Customer Connect newsletter. We are giving away free safety whistles to customers. Commissioner Onley thanked Ms. Gifford for organizing the promotion.

BUSINESS FROM THE PUBLIC/OPEN COMMENT PERIOD:

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

Troy Moody, member of the public, thanked District staff for supporting My Sidewalk Café, their business in downtown Newport.

Gretchen Koenig, member of the public, noted the Board and District staff previously discussing alternatives for clean energy and she inquired if there was any thought on where to get clean energy and if there was anything we can do locally. Mr. Janney reported we will be doing an Integrated Resource Plan on power supply, power usage, and resources for options and costs to comply with the plan. Discussion was held.

Commissioner Onley thanked the public for attending and providing their comments and questions.

GENERAL MANAGER REPORT:

Mr. Janney reported that in talking with his peers at agency meetings discussion was held regarding staff flexibility schedules and he reported that we have lost employees due to not having a 4-10's work schedule. Last week he, Ms. Gifford, and the Leadership Team put together an employee survey for interest on implementing a 4-10's work schedule. He explained that we will also give the public an opportunity to comment. He will provide the survey results to the Board at a future meeting. Discussion was held.

He reported we have available job positions for a Director of Utility Services, a Human Resources Generalist, an On-call Meter Reader, and summer students. The jobs are posted on our website, industry websites, local newspaper, and sometimes at colleges. Discussion was held.

He reported that Commissioner Onley had questions about the telecommunications services we provide and that Bob Pebles, District Information Technology Manager/Senior CIP Manager and April Owen, District Director of Finance and their teams put together a presentation. He explained our regulatory compliance requirements.

Mr. Pebles provided a presentation on all the District phone lines which included our north and south county lines, our private rate interface locations, and our connectivity.

Ms. Owen distributed and explained a District phone lines cost breakdown sheet.

Commissioner Rick commended Mr. Pebles for his knowledge of our District phone lines. Commissioner Onley thanked Mr. Pebles and Ms. Owen for their information. Commissioner Knapp noted that staff time is very valuable and it's important for the Board to use staff time wisely. Mr. Janney appreciated Commissioner Knapp's comment and encouraged the Board to reach out to him first.

Following a short recess, the meeting resumed.

COMMISSION REPORT:

Commissioner Knapp attended the Public Power Council (PPC) Members Forum, the PPC meeting, and the Pacific Northwest Utilities Conference Committee meeting on May 3 - 5 in Portland.

Commissioner Onley attended a virtual Greater Newport Area Chamber of Commerce meeting on May 1 and provided an overview.

COMMISSION BUSINESS:

Commissioner Rick will attend a meeting tomorrow in Cusick with Mr. Janney; Monte Stahl, COO of Merkle Standard; and Mikhail Trubchik, Allrise regarding Allrise/Cascade's vision. He will attend a Town of Metaline Council meeting tomorrow in Metaline, a Port/Economic Development Council meeting on May 15 in Newport, and the Board meeting on May 21 in Newport.

Commissioner Knapp will attend a Northwest Open Access Network Board meeting tomorrow at the District and a Northwest Public Power Association Annual Conference on May 13 – 15 in Salt Lake City. He thanked Sarah Holderman, District Director of Customer Services for providing the customer paid line extensions information and commissioner expense report to the Board.

Commissioner Onley will attend a meeting today in Newport with Mr. Janney, Mr. Stahl, and Mr. Trubchik regarding Allrise/Cascade's vision.

Commissioner Onley announced that a 2-hour executive session to review the performance of a public employee will begin at 10:10 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 May 21 at 8:30 a.m., in Newport and via Microsoft Teams.

EXECUTIVE SESSION – REVIEW OF PERFORMANCE OF A PUBLIC EMPLOYEE:

A 2-hour executive session to review the performance of a public employee commenced at 10:10 a.m. The following were in attendance: Board of Commissioners; John Janney, General Manager; Bryant Kramer, Director of Power Production; Suzie Wrbelis, Director of Human Resources; and Adam Wiltse, Safety Manager. Mr. Kramer, Ms. Wrbelis, and Mr. Wiltse exited the executive session at 10:30 a.m. At 12:00 p.m., Commissioner Onley publicly announced a 15-minute extension to the executive session. The executive session adjourned at 12:18 p.m. and the Board returned to open session. No final action was taken during the executive session.

Commissioner Onley reported the next meeting will be held on May 21 at 8:30 a.m., in Newport and via Microsoft Teams.

There being no further discussion to come before the Board, the meeting adjourned at 12:20 p.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form