

**PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON**

**MINUTES OF MEETING OF COMMISSIONERS**

**Regular Meeting of December 8, 2009**

**PUD Auditorium**

**Present:**

**Commissioners:**

Edward "Ned" Piper, President  
Mark McCrady, Vice President

Merritt "Buz" Ketcham, Secretary

**Staff:**

Brian Skeahan, General Manager  
Paul Brachvogel, General Counsel  
Don McMaster, Chief Operating Officer  
Royce Hagelstein, Director of Acctg. & Finance  
Sandy Willman, Executive Assistant  
Diana MacDonald, Mgr. Environmental &  
Regulatory Services  
Tom Loback, Director of Customer Services

Pat Lloyd, Auditor  
Gary Huhta, Director of Power Management  
Dave Andrew, Mgr. Comm. & Govt. Affairs  
Rick Syring, Director of Engineering  
Doug Wood, Director of IS  
Heather Allen, Risk Manager  
Monte Roden, Director of Operations  
Ruth Bennett, Consultant

**Media:**

Betty Wilson, KYLK  
The Daily News

**Guest:**

Jim Oakley of Energy Northwest

**Public:**

Al Coe

**Call to Order** – Pursuant to published Notice, the Regular meeting of the Commissioners of Public Utility District No. 1 of Cowlitz County, Washington was called to order at 2:00 p.m. by Commissioner Piper.

**Commissioners' Presentation** – The Commissioners presented Letter of Commendations to Engineering Planners Amy Flemens and Julie Pentland for helping a customer by digging and backfilling their trench while the customer attended to a family emergency.

**Approval of the Minutes** – The minutes of the regular Board Meeting of November 24, 2009 were approved as published.

**Approval of Vouchers of \$ 6,583,698.34** – The Commission reviewed vouchers audited and certified by Auditor Pat Lloyd as required by RCW 42.24.080 and RCW 42.24.090 for which warrants were issued on December 8, 2009, under provisions of Resolution No. 1421. Motion was made by Commissioner Ketcham to approve the vouchers and seconded by Commissioner McCrady. Motion carried. Warrants drawn to cover said vouchers are as follows:

<u>Fund</u>	<u>Voucher Nos.</u>	<u>Amount</u>
Electric Revenue	13952 – 14217	\$ 6,051,236.57
Swift Revenue	02348 – 02349	15,282.87
Payroll	1778	517,178.90

**Comments from the General Public** – Customer Al Coe asked if the District has a plan in place to replace the senior staff as they retire within the next five years. He had heard this will be a problem nationwide. Commissioner Piper informed him that the District has been looking ahead. Brian added that the District has already experienced in the last six years the first wave of retirements and better than half of the current employees are new. The Human Resources Department does keep track of the retirements that are forthcoming. Commissioner McCrady added that we also have the apprenticeship program in place for lineman.

**Jim Oakley of Energy Northwest** – Updates were given of the Radar Ridge wind project, Nine Canyon wind project, Packwood Lake hydro project, Columbia Generating Station and the replacement for the CEO position at ENW.

### **Presentations and Reports from Staff / Directors** (Informational, Non-Action)

**Brian Skeahan, General Manager** – Discussed with the Commissioners the proposed revisions related to the collections of bad debts under the District's Collection Policy. Staff had discussed it at great length and came up with three options. The revised Policy will be finalized for the Commissioners' approval at the December 22 Board meeting.

He also reported that we had our first AMI meter tamper last week. This tamper and theft of electricity has verified one of the many benefits of the new AMI system. The abnormality was noted by the billing department and verified by the meter department. As a result there was minimal electricity usage.

**Doug Wood and Ruth Bennett** – Presented the monthly status report of Project FOCUS including change management.

**Tom Loback, Director of Customer Services** – Presented the November Board report.

**Monte Roden, Director of Operations and Rick Syring, Director of Engineering** – Presented their November Board reports. Monte also gave an update on the construction of the new Technical Service Building at Operations and a summary of the November 22 windstorm event.

**Don McMaster, Chief Operating Officer** – Gave an update on WECC. A consultant has been assisting with the WECC requirements and compliance matters. A meeting is scheduled with BPA next week to work through individual responsibilities. We have two years to be in compliance.

He also reported the Lewis River Valley system improvement project should be completed by December 16.

### **Agenda Action Items**

#### **Staff Recommendation:**

**No. 40/12/08** – Auditorium Use Agreement Amendment

Director of Operations Monte Roden outlined the proposed changes in the agreement. Commissioner Ketcham moved to approve the revisions and seconded by Commissioner McCrady. Motion carried.

**Motion:**

**That** the Board of Commissioners adopts the 2010 Electric Budget and SEPA Compliance.

Director of Accounting and Finance Royce Hagelstein presented the 2010 proposed Electric Budget. Commissioner McCrady moved to adopt the 2010 Electric Budget and SEPA Compliance and seconded by Commissioner Ketcham. Motion carried.

**Board Reports and Discussion:** None

**Other Business:** None

**Comments:**

**From the General Manager:** None

**From the Commissioners:** None

**From the Chief Operating Officer:** None

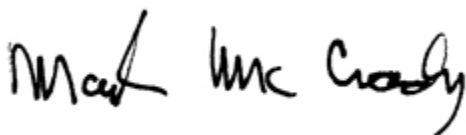
**Adjournment** – The next regular Board meeting of the Commission would be held Tuesday, December 22, 2009 at 2:00 p.m. in the PUD Auditorium. The meeting was adjourned at 3:40 p.m.

**Excused by Motion**

\_\_\_\_\_  
Secretary

Attest:

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice President

Prepared by \_\_\_\_\_  
Sandra Willman, Clerk of the Board