

PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON

MINUTES OF MEETING OF COMMISSIONERS

Regular Meeting of January 26, 2010

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

Heather Allen, Risk Manager

Tom Loback, Director of Customer Services

Jeff Moses, Purchasing Manager

Pat Lloyd, Auditor

Dave Andrew, Mgr. Comm. & Govt. Affairs

Doug Thomas, Senior Engineer of T & D

Rick Syring, Director of Engineering

Monte Roden, Director of Operations

Gary Huhta, Director of Power Management

Jennifer Sherrell, Records Management

Media:

Betty Wilson, KLTV

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.

Approval of the Minutes – The minutes of the regular Board Meeting of January 12, 2010 were approved as published.

Approval of Vouchers of \$20,131,313.35 – 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 January 26, 2010, 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	14789 – 15003	\$19,467,686.79
Swift Revenue	02363 – 02367	10,698.10
Payroll	1782	652,928.46

Presentations and Reports from Staff / Directors

(Informational, Non-Action)

Brian Skeahan, General Manager – Briefed the Commissioners on the upcoming bond sale, District's membership with The Energy Authority and various generation projects.

Royce Hagelstein, Director of Accounting & Finance – Presented the December Board report.

Gary Huhta, Director of Power Management – Presented the December Board report and a 2009 year-end summary.

Dave Andrew, Manager Communications & Govt. Affairs – Provided the legislative update.

Agenda Action Items

Staff Recommendations:

No. 4/1/26 – Transfer of Accounts to Reserve for Bad Debts

Auditor Pat Lloyd requested the transfer of 232 accounts of terminated services during the third quarter of 2008 to Reserve for Bad Debts. Commissioner Ketcham moved to approve the transfer and seconded by Commissioner McCrady. Motion carried.

No. 5/1/26 – Bid Award for Washington Way / Industrial Way Transmission and Distribution Project

Senior Engineer Doug Thomas reported the advertised bid proposal was distributed to 20 prospective contractors. The District received ten responses. Doug recommended it be awarded to the lowest bidder DJ's Electric, Inc. Commissioner Ketcham moved to award the bid to DJ's Electric, Inc. and seconded by Commissioner McCrady. Motion carried.

No. 6/1/26 – Bid Award for the Construction of the Server Room

Chief Operating Officer Don McMaster reported the Advertisement for Bids was published on January 6, 2010. The District received seven bids. Don recommended it be awarded to the lowest bidder Team Construction, LLC. Commissioner Ketcham moved to award the bid to Team Construction, LLC and seconded by Commissioner McCrady. Motion carried.

No. 7/1/26 – Records Management Policy

Records Management Specialist Jennifer Sherrell reported the Policy addresses the objectives of the records management program and complies with the related Revised Code of Washington (RCW). Commissioner Ketcham moved to adopt the Policy and seconded by Commissioner McCrady. 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: Provided updates on the security policy, AMI project, request for professional services and WECC.

Adjournment – The next regular Board meeting of the Commission would be held Tuesday, February 9, 2010 at 2:00 p.m. in the PUD Auditorium. The meeting was adjourned at 4:30 p.m.

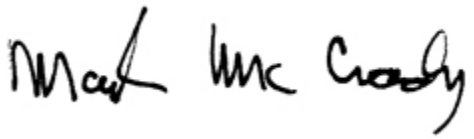


Secretary

Attest:



President



Vice President

Prepared by _____
Sandra Willman, Clerk of the Board