

PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON

MINUTES OF MEETING OF COMMISSIONERS

Regular Meeting of April 13, 2010

PUD Auditorium

Present:

Commissioners:

Edward "Ned" Piper, President

Merritt "Buz" Ketcham, Secretary

Staff:

Don McMaster, Chief Operating Officer

Paul Brachvogel, General Counsel

Pat Lloyd, Auditor

Rick Syring, Director of Engineering

Dave Andrew, Mgr. Comm. & Govt. Affairs

Monte Roden, Director of Operations

Royce Hagelstein, Director of Acctg. & Finance

Doug Wood, Director of IS

Sandy Willman, Executive Assistant

Tom Loback, Director of Custr. Services

Heather Allen, Risk Manager

Diana MacDonald, Mgr. Environmental &

Jeff Sorensen, Operations Superintendent

Regulatory Services

Doug Burkhart with AAC

Media:

Betty Wilson, KLTV

Public:

Ron Worthington

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.

Motion for Excused Absence – Motion was made by Commissioner Ketcham and seconded by Commissioner Piper that Commissioner McCrady be granted an excused absence from the day's proceedings. Motion carried.

Approval of the Minutes – The minutes of the regular Board meeting of March 23, 2010 were approved as published.

Approval of Vouchers of \$39,610,373.55 – 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 April 13, 2010, under provisions of Resolution No. 1421. Motion was made by Commissioner Ketcham to approve the vouchers and seconded by Commissioner Piper. Motion carried. Warrants drawn to cover said vouchers are as follows:

<u>Fund</u>	<u>Voucher Nos.</u>	<u>Amount</u>
Electric Revenue	15920 – 16255*	\$38,705,614.21
Swift Revenue	02393 – 02397	410,586.58
Payroll	1787	494,172.76

* Voucher No. 15970 was voided.

Comments from the General Public – None

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

Don McMaster, Chief Operating Officer – Provided an update on Bennu Glass, LLC who has taken over service of the former Cameron Glass facility in Kalama. He also briefed the Board on the Cowlitz County landfill gas project, WECC and the new server room construction progress.

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

Doug Wood, Director of IS – Presented the monthly status report of Project FOCUS. The project continues to be going well and on schedule.

Monte Roden, Director of Operations and Rick Syring, Director of Engineering – Presented their March Board reports. Monte mentioned the new Operations building is on course with the LEED Silver building requirements. Rick reported 3,416 AMI meters were installed in March.

Diana MacDonald, Mgr. Environmental & Regulatory Services – Provided updates on Swift No. 2, environmental compliance including new rules on the Spill Prevention Plan and Green House Gas reporting.

Agenda Action Items

Staff Recommendations:

No. 15/4/13 – Acceptance of Wilson Construction Co., Contract No. UC1379 (Tab 3, Board packet)

Operations Superintendent Jeff Sorensen reported the District contracted with Wilson Construction Company on February 16, 2007 to complete numerous transmission and distribution projects including testing 8,800 transformers for PCB levels. They also rebuilt 11.5 miles of distribution on the Lewis River Highway improving reliability to our customers in the Lewis River Valley. Wilson Construction had performed and completed all work satisfactory and it was recommended to accept this contract as complete. Commissioner Ketcham moved to approve staff's recommendation and seconded by Commissioner Piper. Motion carried.

No. 16/4/13 – Organizational Readiness Professional Services (Tab 4, Board packet)

Director of Information Services Doug Wood reported that in September of 2009 the District received three quotes for Organizational Change Management Professional Services to support employees with the changes that will result with the implementation of Project FOCUS. RB Bennett Enterprises was selected as the finalist, however in January, 2010 the contract was cancelled. AAC Utility Partners was asked to provide an updated proposal. Based on their competitive pricing, it was recommended that the Commissioners authorize the General Manager to approve a contract change order with AAC Utility Partners existing contract to include Organizational Readiness. Commissioner Ketcham moved to approve staff's recommendation and seconded by Commissioner Piper. Motion carried.

No. 17/4/13 – Transfer of Accounts to Reserve for Bad Debts – First Quarter of 2010 (Tab 5, Board packet)

Auditor Pat Lloyd requested authorization to transfer 208 accounts to Reserve for Bad Debts. These accounts are terminated services during the fourth quarter of 2008. Commissioner Ketcham moved to authorize the transfer and seconded by Commissioner Piper. Motion carried.

Board Reports and Discussions – None

Other Business: Customer Ron Worthington requested information regarding the closed Cameron Family Glass facility in Kalama. Commissioners Piper and Ketcham responded.

Comments:

From the Commissioners: None

From the Chief Operating Officer: None

Adjournment – The next regular Board meeting of the Commission would be held Tuesday, April 27, 2010 at 2:00 p.m. in the PUD Auditorium. The meeting was adjourned at 3:35 p.m.



Secretary

Attest:



President

Commissioner McCrady was excused by
Motion at the Board meeting of 4-13-10
Vice President

Prepared by _____
Sandra Willman, Clerk of the Board