

PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON

MINUTES OF MEETING OF COMMISSIONERS

Regular Meeting of April 27, 2010

PUD Auditorium

Present:

Commissioners:

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

Merritt "Buz" Ketcham, Secretary

Staff:

Brian Skeahan, General Manager
Don McMaster, Chief Operating Officer
Pat Lloyd, Auditor
Dave Andrew, Mgr. Comm. & Govt. Affairs
Royce Hagelstein, Director of Acctg. & Finance
Sandy Willman, Executive Assistant
Heather Allen, Risk Manager
Jeff Moses, Purchasing Manager
Ray Johnson, Operations Superintendent
Sharyl Whitmire, Credit Services Manager

Paul Brachvogel, General Counsel
Gary Huhta, Director of Power Management
Rick Syring, Director of Engineering
Monte Roden, Director of Operations
Doug Wood, Director of IS
Tom Loback, Director of Custr. Services
Diana MacDonald, Mgr. Environmental &
Regulatory Services
Steve Brock, Operations Superintendent

Media:

Betty Wilson, KLTV

Public:

Duane Bailey

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 April 13, 2010 were approved as published.

Approval of Vouchers of \$14,631,178.34 – 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 April 27, 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	16256 – 16451	\$13,926,685.84
Swift Revenue	02398 – 02402	178,688.04
Payroll	1788	525,804.46

Comments from the General Public – Duane Bailey asked if the District would like to participate with the Longshoremen at the Cowlitz County Fair this summer. The District's contribution would be regarding wind farms. All three Commissioners agreed to partake. Commissioner Piper thanked Mr. Bailey and affirmed that the District will keep in contact.

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

Brian Skeahan, General Manager – Provided an update on the Washington PUD Association’s open position of Executive Director. Membership utilities General Managers met last week to discuss fundamentally a new direction for the WPUA, which could also impact the Executive Director’s position.

At the April 13 Board meeting Ron Worthington, customer and retired PUD employee, mentioned that he heard Frank Busch, who was previously employed by Cameron Glass in Kalama, was now employed by the District. Brian clarified that Mr. Busch is not employed by the District. He works for Cascade Engineering. BPA hired Cascade Engineering for energy efficiency efforts with local industries.

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

Gary Huhta, Director of Power Management – Presented the March Board report.

Heather Allen, Risk Manager – Presented an insurance claim activity report of 2009 vs. 2010 to date.

Agenda Action Items

Staff Recommendations:

No. 18/4/27 – Bid Award – 2010 Plowing Schedule, Contract No. UC1501

Operations Superintendent Ray Johnson reported the bid proposal was published for the installation of approximately 20 miles of underground facilities. The bid was also mailed to 27 qualified contractors. The District received five responses. Potelco, Inc. was the successful bidder based on their experience and the necessary equipment to perform the work. It was recommended the District enter into a one-year contract with the option to extend for an additional year upon mutual agreement. Commissioner Ketcham moved to approve staff’s recommendation and seconded by Commissioner McCrady. Motion carried.

No. 19/4/27 – Acceptance of Work, Upgrade of Dispatch Control Center, Contract No. UC1388

Operations Superintendent Steve Brock reported the District contracted with Mauell Corporation in August 2007 to install a geographic map board in the Dispatch Control Room. The work was performed in December 2007. However due to quality issues with the printing of tiles, Mauell indicated they would supply a new map board with those issues eliminated. The new map board was installed on April 8. It was recommended to accept the contract as completed. Commissioner Ketcham moved to approve staff’s recommendation and seconded by Commissioner McCrady. Motion carried.

Break: 3:50 p.m.

Reconvened: 4:05 p.m.

Board Discussion – Commissioner Piper initiated a discussion regarding implementation practices for collection of deposits. Under the current policy the District reserves the right to require a deposit and/or modify the amount of deposit on file for residential and security deposits. Commissioner Piper requested further information on the following questions: (1)

What would the impact be on bad debts if eliminated? (2) What is the payment arrangement process? (3) What are other utilities deposit requirements? Further discussion will occur at the next regular Board meeting.

Other Business: None

Comments:

From the General Manager: None

From the Commissioners: None

From the Chief Operating Officer: Reported that the District has received the deposit from Bennu Glass LLC who has taken over the former Cameron Glass plant.

Motion:

Motion was made by Commissioner McCrady and seconded by Commissioner Ketcham that the meeting be recessed to Executive Session for the purpose of discussing the District's potential litigation matter for a period not to exceed approximately 30 minutes duration. No action will be taken as a result of the Executive Session. The Motion carried and the meeting was recessed to Executive Session at 4:30 p.m. In attendance were Commissioners Piper, Ketcham, McCrady, General Manager Brian Skeahan, General Counsel Paul Brachvogel and Risk Manager Heather Allen.

Following Executive Session, the regular meeting of the Commission was reconvened at approximately 5:00 p.m. No action was required following the Executive Session.

Adjournment – The next regular Board meeting of the Commission would be held Tuesday, May 11, 2010 at 2:00 p.m. in the PUD Auditorium. The meeting was adjourned at 5:05 p.m.



Secretary

Attest:



President



Vice President

Prepared by _____
Sandra Willman, Clerk of the Board