

PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON

**MINUTES OF MEETING OF COMMISSIONERS
Regular Meeting of August 9, 2011
John Searing Auditorium**

Present:**Commissioners:**

Mark McCrady, President
Merritt "Buz" Ketcham, Vice President

Edward "Ned" Piper, Secretary

Staff:

Brian Skeahan, General Manager
Paul Brachvogel, General Counsel
Sandra Willman, Executive Assistant
Tom Loback, Director of Customer Services
Doug Thomas, Senior Engineer of T & D
Casey Kalal, Substation Engineering Mgr.
Doug Wood, Director of Information Services
Jeff Sorensen, Operations Superintendent
Jon Cox, Right-of-Way Agent
Dave Andrew, Mgr. Comm. & Govt. Affairs

Don McMaster, Chief Operating Officer
Royce Hagelstein, Auditor
Rick Syring, Director of Engineering
Trent Martin, Dir. of Accounting & Finance
Diana MacDonald, Mgr. Environmental &
Regulatory Services
Heather Allen, Risk Manager
Chris Marlow, Operations Superintendent
Ray Johnson, Operations Superintendent

Media:

Betty Wilson, KLTV

General Public:

Max Hanley of Propel Insurance

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 McCrady.

Approval of the Minutes – The minutes of the regular Board meeting of July 26, 2011 were approved as published.

Introduction of New Employees – Director of Customer Services Tom Loback introduced temporary tellers Deanna Zdilar and Eva Barker.

Approval of Vouchers of \$3,389,220.22 – The Commission reviewed vouchers audited and certified by Auditor Royce Hagelstein as required by RCW 42.24.080 and RCW 42.24.090 for which warrants were issued on August 9, 2011, 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>Warrant Nos.</u>	<u>Amount</u>
Accounts Payables	5629 – 6141	\$3,059,045.94
Payroll	8-05-11	330,174.28

Comments from the General Public for Non-Agenda Items – None

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

Brian Skeahan, General Manager – Briefed the Commissioners on BPA conservation funding, BPA final Records of Decision in the transmission rate case and the residential exchange settlement and Judge Redden’s ruling on the federal biological opinion and fish recover plan.

Doug Wood, Director of Information Services – Presented the July Project FOCUS Board report.

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

Rick Syring, Interim Director of Operations and Casey Kalal, Manager of Substation Engineering – Presented the July Board report.

Don McMaster, Chief Operating Officer – Provided updates on Project FOCUS Phase II Discovery stage, Request for Proposal of credit card processors that would be certified with Cayenta and 2012 Budget progress.

Dave Andrew, Manager Communications & Government Affairs – Provided an update on Initiative 937. The House Environmental Committee held a meeting on July 26. The next public power meeting on I-937 is for public utilities managers to attend and has been scheduled for August 31.

He also reported the District’s BINGO tent at the Cowlitz County Fair raised \$6,000. The funds will go to the Warm Neighbor Program.

Heather Allen, Risk Manager – Presented AEGIS Safety Risk Assessment Report.

Break: 4:25 p.m.

Reconvened: 4:35 p.m.

Agenda Action Item

Staff Recommendation No. 24/8/09 – Bid Award for Columbia Way Substation Rebuild

Manager of Substation Engineering Casey Kalal reported the District received 4 bid proposals for the civil construction required for the 115 kV upgrade of the Columbia Way Substation. The new transmission line will improve reliability, switching and prevent overloading of the transmission system in the area. Upon review of the submitted bids, it was recommended the contract be offered to the lowest bidder J.H. Kelly, LLC. Commissioner Ketcham moved to award the bid to J.H. Kelly, LLC and seconded by Commissioner Piper. Motion carried.

Board Reports and Discussion

Board Reports – Commissioner McCrady mentioned he attended The Energy Authority’s Semi-Annual West Coast Partners meeting last week.

Other Business – None

Comments:

From the General Manager – None
From the Commissioners – None
From the Chief Operating Officer – None

Motion:

Motion was made by Commissioner Ketcham and seconded by Commissioner Piper that the meeting be recessed to Executive Session for the purpose of potential litigation and litigation matters pursuant to RCW 42.30.119(1)(i) 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 4:50 p.m. In attendance were Commissioners McCrady, Ketcham, Piper, Brian Skeahan, Paul Brachvogel, Don McMaster, Rick Syring, Doug Thomas, Jon Cox, Casey Kalal and Ray Johnson.

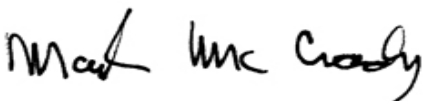
Following Executive Session, the regular meeting of the Commission was reconvened at approximately 5:35 p.m. No action was required following the Executive Session.

Adjournment – The next regular Board meeting of the Commission would be held Tuesday, August 23, 2011 at 2:00 p.m. in the John Searing Auditorium. The meeting was adjourned at 5:37 p.m.

Excused by Motion

Secretary

Attest:



President



Vice President

Prepared by _____
Sandra Willman, Clerk of the Board