

PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON

**MINUTES OF MEETING OF COMMISSIONERS
Regular Meeting of August 23, 2011
John Searing Auditorium**

Present:

Commissioners:

Mark McCrady, President

Merritt "Buz" Ketcham, Vice President

Staff:

Brian Skeahan, General Manager
Paul Brachvogel, General Counsel
Sandra Willman, Executive Assistant
Tom Loback, Director of Customer Services
Dave Andrew, Mgr. Comm. & Govt. Affairs
Gary Huhta, Director of Power Management
Robbie Berg, HR Manager

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
Tim Johnston, Interim Dir. of Engineering

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 McCrady.

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

Approval of the Minutes – The minutes of the regular Board meeting of August 9, 2011 were approved as published.

Approval of Vouchers of \$11,198,131.49 – 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 23, 2011, 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>Warrant Nos.</u>	<u>Amount</u>
Accounts Payables	6142 – 6453*	\$10,864,045.96
Payroll	8-19-11	334,085.53

* Warrant Nos. 6436 and 6454 were voided.

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

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

Brian Skeahan, General Manager – Provided a progress report of the franchise agreement with the cities of Castle Rock, Kalama, Kelso and Woodland.

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

Trent Martin, Director of Accounting & Finance – Presented the July Financial Board report.

Agenda Action Items

Travel Authorization No. T-253:

Commissioner McCrady moved to approve the Travel Authorization for Commissioner Ketcham to attend the APPA Cost of Service & Retail Rate Design Courses scheduled for October 24 – 28, 2011 in Colorado Springs, Colorado. It was seconded by Commissioner Ketcham. Motion carried.

Resolution No. 2647:

A RESOLUTION Appointing Bruce McLean to the Position of Deputy Auditor of the District and Rescinding Any Other Resolutions in Conflict Therewith. Commissioner Ketcham moved to adopt the Resolution and seconded by Commissioner McCrady. Motion carried.

Staff Recommendation No. 25/8/23 – 2011 Property Insurance Renewal Recommendation

The District's property insurance coverage is due for renewal August 30, 2011. The insurance policy covers the District's property and equipment from loss or damage. The District's broker obtained quotes from 13 domestic markets and 7 London markets. After reviewing the quotes, the best economic option was to put together a shared program with AEGIS. Commissioner Ketcham moved to approve the property insurance renewal with AEGIS and seconded by Commissioner McCrady. Motion carried.

Board Reports and Discussion

Board Reports – None

Other Business – None

Comments:

From the General Manager – None

From the Commissioners – None

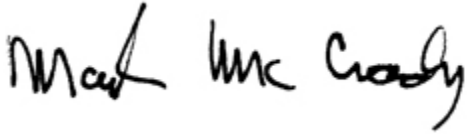
From the Chief Operating Officer – Provided an update on the server room being moved upstairs last week and that the new bill design discovery sessions have been conducted.

Adjournment – The next regular Board meeting of the Commission would be held Tuesday, September 13, 2011 at 2:00 p.m. in the John Searing Auditorium. The meeting was adjourned at 3:15 p.m.

Commissioner Piper Excused by Motion at
August 23, 2011 Board Meeting

Secretary

Attest:



President



Vice President

Prepared by _____
Sandra Willman, Clerk of the Board