

**A PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON****MINUTES OF BOARD MEETING OF COMMISSIONERS****June 12, 2018****John Searing Auditorium**

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**Present:****COMMISSIONERS:**

Dena Diamond-Ott, President  
Kurt Anagnostou, Vice President  
Dave Quinn, Secretary

**STAFF:**

Brent Arnold, Director of Customer Services  
Alice Dietz, Communications & Public Relations Manager  
Madeline Gray, GIS Intern  
Andrew Harvill, IT Support Specialist Intern  
Ray Johnson, Director of Engineering & Technology  
Tim Johnston, Manager System Engineering  
Cliff Hammons, IT Manager  
Rick Hughes, General Counsel  
Gary Huhta, Director of Power Management  
Adrienne Marks, Part-Time CSR  
Trent Martin, Director of Accounting & Finance  
Chris Roden, Director of Regulatory & Regional Affairs  
Heather Sorensen, Manager of Risk and Compliance  
Barbara Taylor, Executive Assistant/Clerk of the Board  
Devin Wannamaker, Electrical Engineering Intern

**MEDIA:**

Steve Burgoon, KLTU

**PUBLIC:**

None

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**1. CALL TO ORDER**

Pursuant to published Notice, Commissioner Diamond-Ott called the Regular Board meeting of the Commissioners of Public Utility District No. 1 of Cowlitz County, Washington to order at 2:00 p.m.

**2. APPROVAL OF AGENDA**

**MOTION: It was MOVED by COMMISSIONER ANAGNOSTOU and SECONDED by COMMISSIONER QUINN to approve the June 12, 2018 Board agenda.**

Commissioner Diamond-Ott noted that the only changes to this meeting's agenda is that Tim Johnston will be introducing GIS Intern, Madeline Gray, instead of Kevin Ward, and, with General Manager, Steve Kern, in Washington DC meeting with FERC Commissioners, there will not be a General Manager report.

**The MOTION CARRIED on a 3 to 0 margin.**

### **3. APPROVAL OF BOARD MINUTES**

**MOTION:** It was **MOVED** by COMMISSIONER ANAGNOSTOU and **SECONDED** by COMMISSIONER QUINN to approve the minutes from the Regular Board Meeting of May 22, 2018.

The **MOTION CARRIED** on a 3 to 0 margin.

### **4. RATIFICATION/APPROVAL OF VOUCHERS/PAYROLL**

**Approval of Vouchers** in the amount of \$3,053,940.55. The Board reviewed expenditures of the District as required by RCW 42.24.080 and RCW 42.24.090 for which checks were issued on June 12, 2018 under the provisions of Resolution No. 1421.

<u>Fund</u>	<u>Check Nos.</u>	<u>Amount</u>
Accounts Payable	58612 to 58924	\$2,625,967.98
Payroll	June 1, 2018	\$427,972.57

**MOTION:** It was **MOVED** by COMMISSIONER ANAGNOSTOU and **SECONDED** by COMMISSIONER QUINN to approve the ratification of the vouchers/payroll for June 12, 2018.

Heather Sorensen, Manager of Risk and Compliance, provided a high-level overview of expenditures and answered questions.

The **MOTION CARRIED** on a 3 to 0 margin.

### **5. NEW EMPLOYEE INTRODUCTIONS**

Manager System Engineering, Tim Johnston, introduced Devin Wannamaker, Electrical Engineering Intern, and Madeline Gray, GIS Intern.

IT Manager, Cliff Hammons, introduced Andrew Harvill, IT Support Specialist Intern.

Director of Customer Services, Brent Arnold, introduced Adrienne Marks, Part-Time CSR.

### **6. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were no public comments on non-agenda items.

### **7. GENERAL MANAGER REPORT**

General Manager, Steve Kern, is currently in Washington DC meeting with FERC Commissioners so there was not a General Manager report given at this meeting.

### **8. ACTION ITEMS & COMMENTS FROM THE PUBLIC**

8.1 Staff Recommendation No. 14/6/12 RE: Senior and Disabled Discount Rate Program Recommendation

**MOTION:** It was **MOVED** by COMMISSIONER ANAGNOSTOU and **SECONDED** by COMMISSIONER QUINN to approve Staff Recommendation No. 14/6/12.

Customer Services Director, Brent Arnold, presented an overview of the discounted electric rate program for qualified low-income seniors and disabled customers to the Commissioners. Mr. Arnold also reviewed the 2019-2020 program recommendation, the federal poverty level for 2018, a five-year comparison and a review of what other public utilities are currently providing.

The recommendation is to eliminate the 5% discount and increase the maximum income level for the 15% discount to 175% of the federal poverty level. Qualified customers will be eligible for two discount levels.

If approved, next steps will include mailing letters to expiring SDR/DDR customers and to non-qualifiers from last year. The program would also be promoted in the District's July Connected newsletter.

Commissioner Diamond-Ott thanked Brent Arnold for providing the Commissioners with this information in a timely manner.

**The MOTION CARRIED on a 3 to 0 margin.**

## **9. STAFF REPORTS AND PRESENTATIONS**

### **9.1 Cash Management Update**

The District's Director of Accounting & Finance, Trent Martin, spoke briefly with the Commissioners about Cowlitz PUD's Investment Plan noting that a more thorough presentation would be put forward at the June 26, 2018 Board meeting.

Commissioner Diamond-Ott reported that the District had a clean audit report this year. The auditors came in and did a financial audit and a compliance audit at Cowlitz PUD and overall, the results were great. Per Commissioner Diamond-Ott's request, Mr. Martin explained to the Commissioners why monies that were previously restricted for construction activities are now unrestricted.

Special thanks to Cowlitz PUD's Controller, Cheryl Hayward, for all of her hard work with the auditors to make the process go smoothly.

## **10. COMMISSIONER REPORTS & UPCOMING EVENTS**

Commissioner Anagnostou and Commissioner Quinn had nothing new to report on at this time.

Commissioner Diamond-Ott mentioned that she will be attending WPUDA meetings in Chehalis in July.

Communications & Public Relations Manager, Alice Dietz, talked about a few upcoming events, which are shown below:

### **Summer Parades**

- Kalama Parade: Saturday, 7/14 – 9:00 a.m. to 12:00 p.m.
- Castle Rock Parade: Thursday, 7/19 – 5:00 p.m. to 7:30 p.m.

### **Concerts at the Lake at Martin's Dock – 4:00 p.m.**

- Thursday, 7/12: We Three, Top 40's Timelss Classics
- Thursday, 7/26: Eagle Eyes
- Thursday, 8/2: Cash'd Out – PUD EMPLOYEE NIGHT
- Thursday, 8/9: Tiller's Folly – Celtic Bluegrass & Americana
- Thursday, 8/16: Burlington Rail – Class Country

**SquirrelFest:** Saturday, 8/18 – 10:00 a.m. to 5:00 p.m. – Civic Circle

## **11. FINAL COMMENTS: FROM THE PUBLIC, GENERAL MANAGER, COMMISSIONERS**

There were no final comments.

## **2. NEXT MEETING**

The next Regular meeting of the PUD Board of Commissioners will be held on Tuesday, June 26, 2018 at 2:00 p.m. in the John Searing PUD Auditorium.


**13. EXECUTIVE SESSION**

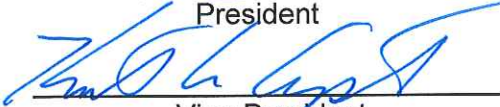
Commissioner Diamond-Ott noted than an Executive Session was not needed after this meeting.

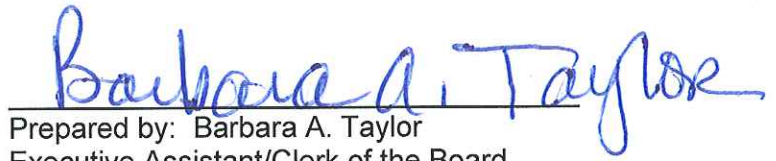
**14. ADJOURNMENT**

Commissioner Diamond-Ott adjourned the meeting at 2:43 p.m.

  
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Secretary

Attest:   
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President

  
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Vice-President

  
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Prepared by: Barbara A. Taylor  
Executive Assistant/Clerk of the Board