COWLITZ PUD BOARD OF COMMISSIONERS MEETING AGENDA
October 8, 2019

Board of Commissioners: Duane Dalgleish, Dena Diamond-Ott, Dave Quinn

The Cowlitz PUD Board of Commissioners meets on the 2nd and 4th Tuesday of every month and meetings have been temporarily moved to the PUD Board Room located at the PUD’s main office at 961 12th Avenue, Longview, WA 98632. To attend a meeting in our temporary location, please check in at the front desk area in the PUD Auditorium. Unless otherwise posted, the meetings start at 2 p.m. If you have any questions regarding the status or content of these meetings, or, if you require a reasonable accommodation while in attendance at the Cowlitz PUD Board Meeting, please call Barbara Taylor (360-501-9575) at least 72-hours prior to the meeting so that your needs can be addressed.

1. Call to Order: 2:00 p.m.

2. Any Changes to Today’s Agenda?

3. Motion to Approve Today’s Board Agenda

4. Motion to Approve the Regular Board Meeting Minutes of September 24, 2019

5. Motion to Ratify & Approve the Vouchers/Payroll: Heather Sorensen

6. New Employee Introductions
   
   6.1 Casey Kalal to Introduce New Groundman, Joseph Durning
   6.2 Joni Sellards to Introduce New GIS Analyst, Paul Stephenson
   6.3 Trent Martin to Introduce New Assistant Controller, Dustin Draper
7. Public Comment on Non-Agenda Items

8. General Manager Report: Gary Huhta

   8.1 Community Events/Legislative Calendar

9. Action Items & Comments from the Public

   9.1 Motion to Approve Staff Recommendation No. 26/10/08 RE: Acceptance of Work, Contract No. UC1708, DJ’s Electrical for the Lewis River Substation Rebuild: Mike Larsen

   9.2 Motion to Approve Staff Recommendation No. 27/10/08 RE: Business Operations Policies - Increase to the General Manager Expenditure Authority: Stacie Pederson

   9.3 Motion to Approve Staff Recommendation No. 28/10/08 RE: Employee Safety Policy: Travis Walling

   9.4 Motion to Approve Staff Recommendation No. 29/10/08 RE: Approval of Update to the Personal Leave Sharing Program: Sasha Hinners

   9.5 Motion to Approve Resolution No. 2760: A Resolution of the Board of Commissioners of Public Utility District No. 1 of Cowlitz County, Washington, Waiving the Competitive Bid Requirements for the Purchase of Safety Boom Replacement Parts: Deanna Carlson

   9.6 Motion to Approve Resolution No. 2761: A Resolution of the Board of Commissioners of Public Utility District No. 1 of Cowlitz County, Washington, waiving the competitive bid requirements for the Design and Installation of HVAC Equipment: Mark Kirby

10. Staff Reports and Presentations

   10.1 Safety Trailer Presentation: Travis Walling

   10.2 2020-2022 Strategic Initiatives Presentation: Alice Dietz
11. Commissioner Reports & Upcoming Events

12. Final Comments: From the Public, General Manager, Commissioners

13. Confirmation of Next Meeting: Tuesday, October 22, 2019 – 2:00 p.m. in the PUD Board Room

14. Executive Session: If Needed, the Presiding Officer will follow the Executive Session Procedure included with this agenda

15. Commissioners to Execute Agreements Before Adjourning the Meeting

16. Motion to Adjourn the Meeting

**Tentative Board Meeting Agenda Items for October 22, 2019**

- September Operational Reports - Group
- Bad Debt Write Off (Quarterly) – Heather Sorensen
- Surplus Reporting – Heather Sorensen
- NISC Recommendation to Proceed, Execute Contract – Ray Johnson
- Voucher Resolution Update – Stacie Pederson
COWLITZ PUD EXECUTIVE SESSION PROCEDURE

The Board may meet in Executive Session for any reason authorized under the Open Public Meetings Act, RCW 42.30.110 (1), using the following procedure:

1. Announce the Executive Session

   We will now adjourn into executive session pursuant to RCW 42.30.110 (1) for ______________ minutes unless extended by the Presiding Officer. The purpose of the executive session is (choose one of the following):

   a. To consider matters affecting national security;
   b. To consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;
   c. To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
   d. To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;
   e. To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;
   f. To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;
   g. To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;
   h. To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency

2. Return to Open Public Meeting

   a. Once the session concludes, the board will return to open meeting.
   b. If any action is taken it must take place in open meeting.
   c. Action may not take place earlier than the time for which the executive session was to conclude, including any extensions announced by the Presiding Officer.

Note: The foregoing is not a complete list of allowed purposes to hold an executive session under RCW 42.30.110 (1) but represents the most likely purposes for Cowlitz PUD.