PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON

MINUTES OF BOARD MEETING OF COMMISSIONERS
November 12, 2019
PUD Board Room

Present:

COMMISSIONERS:
Dave Quinn, President
Dena Diamond-Ott, Vice-President
Duane Dalgleish, Secretary

STAFF:
Alice Dietz, Communication & Public Relations Manager
Bob Essex, Director of Power Management
Rick Hughes, General Counsel
Gary Huhta, General Manager
Ray Johnson, Director of Engineering & Technology
Casey Kalal, Director of Operations
Jennifer Langdon, Energy Efficiency Specialist - Industrial
Stacie Pederson, Contract Manager, Deputy Auditor
Heather Sorensen, Director of Customer Service and Compliance, & Auditor
Barbara Taylor, Executive Assistant/Clerk of the Board
Steve Taylor, Director of Regulatory & Regional Affairs
Tyler Trahanes, Operations Superintendent II

GUEST:
Ted Light, EES Consulting, Inc., Sr. Project Manager

MEDIA:
William Yeager, KLTV

PUBLIC:
Cedric Adams
Diane Dick
Patrick Harbison

1. CALL TO ORDER

Pursuant to published Notice, Commissioner Dave Quinn 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. ANY CHANGES TO TODAY’S BOARD AGENDA?

There were no changes to today’s agenda.

3. APPROVAL OF AGENDA

MOTION: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to approve the November 12, 2019 Board Meeting agenda.

The MOTION CARRIED on a 3 to 0 margin.
4. APPROVAL OF BOARD MINUTES

MOTION: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to approve the October 22, 2019 Board Meeting minutes.

The MOTION CARRIED on a 3 to 0 margin.

5. MOTION TO RATIFY AND APPROVE VOUCHERS/PAYROLL

Approval of Vouchers in the amount of $5,010,628.16. The Board reviewed expenditures of the District as required by RCW 42.24.180 for which checks were issued on October 24, 2019, October 31, 2019 and November 7, 2019 under the provisions of Resolution No. 2762.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Check Nos.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>68049 to 68747</td>
<td>$4,605,802.76</td>
</tr>
<tr>
<td>Payroll</td>
<td>November 1, 2019</td>
<td>$404,825.40</td>
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</tbody>
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MOTION: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to approve the ratification of the vouchers/payroll as presented on November 12, 2019.

Heather Sorensen, Auditor and Director of Customer Service and Compliance, provided a high-level overview of expenditures and answered questions.

The MOTION CARRIED on a 3 to 0 margin.

6. PUBLIC COMMENT ON NON-AGENDA ITEMS

There was no public comment on non-agenda items.

7. GENERAL MANAGER REPORT

7.1 Calendar of Community/Legislative Events

General Manager, Gary Huhta, reviewed the November and December 2019 monthly calendars for Cowlitz PUD and noted that Annual Meetings are taking place this week for Northwest RiverPartners, the Public Power Council (PPC), and Pacific Northwest Utilities Conference Committee (PNUCC), all of which he will be attending.

8. ACTION ITEMS & COMMENTS FROM THE PUBLIC

8.1 Public Hearing on Computer Equipment Surplus Approval

MOTION TO OPEN PUBLIC HEARING: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to open the public hearing on surplus items.

The MOTION CARRIED on a 3 to 0 margin.

Commissioner Quinn stated that the Commission has set the Regular meeting of November 12, 2019 at 2:00 p.m. in the PUD Board Room as the time and place to hold a Public Hearing to surplus the items listed below, at which time any members of the public may appear and be heard regarding the whole or any part thereof:

- Computer Equipment

There were no public comments during the public hearing.
MOTION TO CLOSE PUBLIC HEARING: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to close the public hearing on surplus items.

The MOTION CARRIED on a 3 to 0 margin.

Motion to Approve Staff Recommendation No. 31/11/12 RE: Surplus Items at Cowlitz PUD

MOTION: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to approve Staff Recommendation No. 31/11/12.

Heather Sorensen, Director of Customer Service and Compliance, & Auditor, explained that, in accordance with Cowlitz PUD's Surplus Policy, the Surplus Committee has reviewed the request received from staff and recommends that the list of IT Surplus Equipment be declared surplus to the needs of the District.

The MOTION CARRIED on a 3 to 0 margin.

8.2 Motion to Approve Staff Recommendation No. 32/11/12 RE: Acceptance of 2019 Lewis River Road Project – Contract No. UC1702

MOTION: It was MOVED by COMMISSIONER DIAMOND-OTT and SECONDED by COMMISSIONER DALGLEISH to approve Staff Recommendation No. 32/11/12.

Tyler Trahanes, Operations Superintendent II, cited that the District entered into an Agreement (UC1702) with Titan Electric, Inc. to construct four miles of 115,000 volt transmission line system and rebuild its existing 12,470 volt overhead distribution line along Lewis River Rd. in Woodland. This project allows for additional load growth, expanding an integrated network system, and improves reliability in the southern region of Cowlitz County. The work commenced on April 23, 2019, was completed on September 26, 2019 and was finished under budget.

The completion of the work has been deemed acceptable to Cowlitz PUD Engineering and Operations business units. Mr. Trahanes noted that Titan did an exceptional job and completed the project in a timely manner and recommended that the District accept the work assigned under Contract UC1702 as complete and move forward with obtaining the State releases necessary for the release of retention to Titan.

The MOTION CARRIED on a 3 to 0 margin.

9. STAFF REPORTS AND PRESENTATIONS

9.1 Conservation Potential Assessment (CPA) Presentation

Director of Power Management, Bob Essex, introduced Sr. Project Manager, Ted Light, from EES Consulting, Inc. The District hired EES Consulting, Inc. to perform the Conservation Potential Assessment (CPA). Mr. Light presented Conservation Potential Assessment (CPA) findings, reviewed the results of the analysis with the Commissioners, and answered questions. CPA approval will be requested at the November 26, 2019 Board Meeting.

The Energy Independence Act, (EIA), requires the District to perform a Conservation Potential Assessment by January 1 of every even-numbered year with the focus on 10-year potential and 2-year target.

10. COMMISSIONER REPORTS & UPCOMING EVENTS

Commissioner Dalgleish reported that he had recently purchased a 1923 White ¾ Ton Model C Lineman’s Truck that he came across in Chehalis; he noted that he’d been told that this particular lineman’s truck served the North Coast Power Station in Kelso, WA and was the first lineman’s truck in Cowlitz County.
Commissioner Dalgleish is interested in the possibility of cleaning up the vehicle and using it in local parades and events along with Cowlitz PUD's Power Wagon. It was also noted that the museum curator for the Cowlitz County Historical Museum in Kelso is interested in keeping the vehicle for 4 months out of the year at the museum.

General Counsel for Cowlitz PUD, Rick Hughes, noted that there are questions that would need to be resolved if the District would like to move forward:

1. The threshold question is whether the Board wants to buy the truck.
2. Gift issues will need to be addressed, which will include how the district will benefit from buying the truck and verifying the value of the truck.
3. Ethical issues need to be addressed if the District were to purchase the vehicle from a Commissioner, such as whether Commissioner Dalgleish may participate in the discussion and vote to purchase the vehicle.

Public member Diane Dick suggested that a "Friends of the PUD" group could be put together and donations could go towards the maintenance of the truck so PUD customer monies would not pay for it. In response to a question by Commissioner Diamond-Ott, Mr. Hughes stated the PUD probably can accept a donation if Commissioner Dalgleish would like to donate the vehicle. The Board requested that Mr. Hughes look into the legal issues.

Commissioner Dalgleish reported that he attended the Community House mural presentation on November 3rd and suggested that others go see the mural if they haven't already. Commissioner Dalgleish also attended the Rotary event on November 9th for scholarships that are getting up and going; he will be attending the Chamber Event this evening. Commissioner Dalgleish will also be attending the November 15th and 16th Hevin Event; he noted that Cowlitz PUD employees are also donating funds to the Hevin Organization. Hevin is a Veteran's support group. Hevin = Helping Every Veteran In Need.

Commissioner Diamond-Ott will be attending WPUDA meetings in Olympia this Wednesday, November 13th through this Friday, November 15th. She will also be going to either the Woodland or Kalama Chamber Meeting on November 19, 2019, depending on this month's agenda.

Commissioner Quinn will be out of town most of this next week.

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

There were no final comments from the public, the General Manager, or the Commissioners.

12. NEXT MEETING

The next Regular meeting of the PUD Board of Commissioners will be held on Tuesday, November 26, 2019 at 2:00 p.m. in the PUD Board Room.

13. EXECUTIVE SESSION

Commissioner Quinn noted that an Executive Session was not needed after this meeting.

14. COMMISSIONERS TO EXECUTE AGREEMENTS BEFORE ADJOURNING THE MEETING

The Commissioners signed off on necessary paperwork.

15. ADJOURNMENT

MOTION: It was MOVED by COMMISSIONER DIAMOND-Ott and SECONDED by COMMISSIONER DALGLEISH to adjourn this meeting at 3:13 p.m.

The MOTION CARRIED on a 3 to 0 margin.
Attest:  
President  
Vice-President

Secretary

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