

Public Utility District No. 1 of Klickitat County
Board of Commissioners' Meeting
Tuesday, February 14, 2023

AGENDA

ONE TIME USE – *Regular Meeting* Call in number option: 844-621-3956 (Access Code: 2484 571 5641)

KPUD Commission Meeting Start Time – 2:00 p.m. as Advertised;

Location: 1313 S. Columbus Ave. - Goldendale, WA

➤ **PLEDGE OF ALLEGIANCE**

➤ Approval of Minutes - 01/24/2023 Meeting

➤ Approval of Claims/Vouchers for period ending 02/14/2023 (*Cara Smith*)

➤ Approval of Payroll for period ending 01/29/2023 (*Cara Smith*)

➤ **PUBLIC COMMENT PERIOD**

REPORTS – 10 min. each:

- Renewable Energy Assets update (*Kevin Ricks*)
- Power and Finance update (*Mike DeMott*)
- Commissioners' Reports
- Assistant General Manager (*Gwyn Miller*)
- Manager's Bi-Monthly Report (*Jim Smith*)
-(see attached report)

GUESTS:

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AGENDA ITEMS – (*see Manager's Report for further details*)

A. Prequalification of Contractors (*Jeff Thayer*)

B. Prequalification of Professional Services (*Brandon Johnson*)

C. Bid Award EE Clouse Tapered Steel (*Brandon Johnson*)

D. Policy 26 KPUD Logo Wear revision (*Gwyn Miller*)

E. Resolution 1831 Issuance of Credit Cards (*Gwyn Miller*)

F. Executive Session Review Performance of a Public Employee per RCW 42.30.110(1)(g).

ADJOURNMENT

FOR THE GOOD OF THE ORDER:

- WPUA Association Meeting February 15-17
- OPMA/Records Retention online refresher course for commissioners
<https://wacities.org/data-resources/public-records-act-elearning>
<https://wacities.org/data-resources/open-public-meetings-act-elearning>
- Central Klickitat County Irrigators meeting February 15-Goldendale Grange
- Eastern Klickitat County Irrigators meeting February 28-Alder Creek Grange

Public Disclosures due April 15.



Public Utility District No. 1 of Klickitat County

80 Years of Service * 1938-2018

GENERAL MANAGER'S REPORT TO THE BOARD For the February 14, 2023 Meeting

AGENDA ITEMS:

- A. Prequalification of Contractors - Jeff Thayer is requesting approval of Rose City Flagging, LLC to be added to the small works roster for the 2023 period.
- B. Prequalification of Professional Services - Brandon Johnson is requesting approval of eight renewing firms for the professional services roster. These firms have been on the roster for consecutive years and have provided all of the required documentation for approval.
- C. Bid Award EE Clouse Tapered Steel - Brandon Johnson is requesting approval to award the EE Clouse Tapered Steel bid to Klute, Inc. They were the successful low bidder. Three bids were received for this project and the opening details are included under the agenda item.
- D. Policy 26 KPUD Logo Wear revision - Staff discussed the not to exceed amount stipulated under this policy. We still want to uphold the 50% reimbursement, but are proposing that the maximum “match” for logo wear be increased from up to \$50 per item to reflect up to \$100 per item which will more accurately reflect current costs. There are a few other smaller changes to this policy as well. A redline of the proposed changes are included in the packet.
- E. Resolution 1831 Issuance of Credit Card - Staff is requesting that we issue credit cards to the two electric superintendents and the water/wastewater superintendent, and revoke the RNG supervisor card.
- F. Executive Session Review Performance of a Public Employee per RCW 42.30.110(1)(g). A blank review form to guide the discussions will be provided.

NON-AGENDA ITEMS:

1. BPA Post 2028 Process - Mike and I will discuss this as part of either his report or mine.
2. MA Collins Construction - We want to ask that the board support that the upcoming contracts to repair MA Collins will fall outside of our typical bid processes.

Going through a formal bid process for the repairs to MA Collins would add an estimated 6 weeks to the process and this delay will put us at risk in serving established load during the 2023 summer irrigation season. This is not an acceptable outcome.

Since this project is the result of damage sustained to the MA Collins substation in October of 2022, it qualifies as an emergency situation per RCW 39.04.280 and competitive bidding requirements are allowed to be waived.

RCW 39.04.280 allows public entities to waive competitive bidding requirements for unforeseen circumstances beyond the control of the municipality that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property.

Because the repair is time sensitive and the substation must be in service to support the load in Alderdale, I am recommending that we waive the sealed bidding process requirement and instead utilize our normal contractor quote process for the competitive bidding. We would not abandon competitive bidding, only the sealed bid process. The quote process will allow us to expedite the start of construction in order to meet the target date this summer.

Although not strictly necessary, I would like for you to propose a motion today to “acknowledge that the damage and reconstruction process at MA Collins constitutes an emergency as per RCW 39.04.280 and that we proceed with a non-sealed bid process.”

We will need you to acknowledge, in the minutes, the waiving of the process and the existence of an awarded construction contract within 2 weeks after a contract is executed. Memorializing this in the meeting minutes will fulfill the requirements of the RCW.

3. Dallesport Wastewater Tour - Brandon Walter will be on hand to give you an update.

4. Scheduling Customer Meetings - We have completed meetings with the Alderdale Irrigators, the Goldendale Kiwanis club, Snowden and Dallesport. We are scheduled to attend the USDA Central and Eastern Klickitat County Irrigators meetings this month. We have not scheduled additional meetings, but attached is a preliminary schedule of proposed groups to meet with. Please let Luann know if we are missing any groups that you feel we should meet with.