

Public Utility District No. 1 of Klickitat County
Board of Commissioners Meeting
Tuesday, October 8, 2019
2:00pm

CALL TO ORDER: President Dan G. Gunkel called the meeting to order at 2:00 p.m. as advertised.

PRESENT: Dan G. Gunkel- President, Douglas B. Miller-Vice President, and Randy L. Knowles- Secretary

STAFF PRESENT: Jim Smith- General Manager, Gwyn Miller- Director of Human Resources and Business Services, Mike DeMott- Power Manager, Cynthia Bruce- AP/Accounting Clerk, Sharon Blodgett- Water/Wastewater Coordinator, Noah Halm- Water/ Wastewater Operator, Tim McMurrin- Water/ Wastewater Operator, Brandon Walter- Water/ Wastewater Lead Operator, Greg Watson- Water/ Wastewater Operator, Nichole Lantau- Accountant, Kevin Ricks- Renewable Energy Assets Manager, Ron Schultz- Engineering Manager, and Luann Mata- Executive Assistant.

GUESTS: Deanna Gregory- Pacifica Law Group, Erik Van Doren- Dept. of Ecology

PLEDGE: The Pledge of Allegiance was recited by those present.

MINUTES: MOTION was made by Commissioner Miller to approve the September 24, 2019 meeting minutes as presented. Motion carried.

CLAIMS & PAYROLL: Presented by Cynthia Bruce. Vouchers were audited and certified by the auditing officer as required by RCW 42.24.080, and all expense reimbursement claims presented were certified as required by RCW 42.24.090 and were recorded on a listing made available to the Board this 8th day of October, 2019.

MOTION was made by Commissioner Knowles to approve accounts payable vouchers and payroll in the amounts as listed:

- Accounts Payable Voucher Nos. 205274 through 205275 and 205277 through 205515 in the total amount of \$809,300.70; Wire and Automated Clearing House (ACH) transaction Nos. 8801250 through 8801254, along with Electronic Funds Transfer (EFT) transaction Nos. 71 through 73 in the total amount of \$258,420.63 for the period ending October 8, 2019; and
- Payroll Warrant Nos. 205276 and ACH Direct Deposit Payroll transactions 203416 through 203498 in the total amount of \$192,147.48 for the payroll period ending September 29, 2019.

Motion carried.

PUBLIC COMMENTS: None

REPORTS:

COMMISSIONER DAN GUNKEL - Commissioner Gunkel did not have a report.

COMMISSIONER DOUGLAS MILLER - Commissioner Miller attended the State Auditor's Office exit interview. The audit was clean, with two processes they suggested that staff review. Jim Moss requested an earlier audit schedule next year due to the new NISC systems implemented in 2019. It may take additional time to provide the requested information as we will be learning the system information storage. Commissioner Miller commended staffs effort on another successful audit.

COMMISSIONER RANDY KNOWLES - Commissioner Knowles followed up on the water right question from a previous meeting, there should be no concerns. He also requested an Executive Session to discuss potential litigation.

GENERAL MANAGER - The complete report can be found at:

http://www.klickitatpud.com/topicalMenu/commissioners/GM_Reports.aspx

In addition to the written report, Jim Smith presented the following information:

- Annual Meeting - The meeting is scheduled for Monday, October 14th from 9:30 a.m. until 2:00 p.m. The schedule has the Commissioner panel discussion from 11:00 a.m. until noon. Jim will address team culture and Mike will provide information on the bond restructure plan.
- Joint meeting County Commissioners – Commissioner Gunkel and Ron Schultz will attend the meeting on October 22nd with the Klickitat County Commissioners.
- Solar Installers Association meeting - Jim has a meeting scheduled on October 16th in Everett to discuss concerns they have with our net metering policy. Commissioner Knowles offered to attend and Jim gratefully accepted. Dave Warren scheduled this meeting and will attend this meeting as well.

AGENDA ITEMS:

- A. DEPARTMENT OF ECOLOGY - Wastewater System Awards Presentation – Erik Van Doren presented the wastewater operators with Outstanding Performance awards for the year ending 2018 for the Dallesport, Klickitat, Lyle, and Wishram treatment plants. This is the tenth year in a row that Wishram has received this award. He recognized that to maintain this level of service requires work. For the Wishram system alone, staff provided 21,795 reported values in the last ten years. There were more than 300 plants evaluated in Washington in 2018 and 110 of them received this Outstanding Performance award. No action was taken.
- B. DRAFT BOND RESOLUTION PRESENTATION – Deanna Gregory of Pacifica Law Group presented the draft bond resolution to the board. The Bond Resolution provides the general manager the authority to negotiate bond sales on behalf of the District, within parameters set forth within the document. She noted that it will be financially beneficial for the District to refinance the bonds prior to 2015, as it would release the District from some restrictive contractual covenants and replace those with bonds that institute new covenant requirements. Under the new covenants the District would potentially save \$450,000 per year in interest savings by removing the restricted funds requirements with a surety product. No action taken.
- C. POLICY 23 - Purchasing Policy: **MOTION** was made by Commissioner Miller to approve the revision of Policy Bulletin No. 23- Purchasing Policy as amended replacing the wording of “two weeks” with “next board meeting.” Motion carried.
- D. RESOLUTION 1778 - Purchasing: **MOTION** was made by Commissioner Miller to adopt Resolution No. 1778, thereby authorizing implementation of the updated purchasing limits. Motion carried.
- E. RESOLUTION 1779 - Small Works Roster Program: **MOTION** was made by Commissioner Miller to adopt Resolution No. 1779, thereby authorizing implementation of the updated purchasing limits being applied to the Small Works Roster program. Motion carried.

