

COLUMBIA RIVER PEOPLE’S UTILITY DISTRICT
Regular Meeting
Wednesday, February 21, 2018

A. CONVENE MEETING

The Regular Meeting of the Board of Directors of the Columbia River PUD, which had been postponed a day due to adverse weather conditions, was called to order by President, Jake Carter, at the Deer Island District Office at 6:00 p.m. The following individuals were present:

Directors:

Jake Carter
Rob Mathers
Craig Melton
Debbie Reed

Staff:

Libby Calnon, Community & Public Relations
Rick Calnon, IT
Eli Crape, Operations
Kristen Dean, Customer Accounts
Tim Lammers, Energy Services
John Nguyen, General Manager
Rachel Swanson, Accounting & Finance
Heidi Ralls, Administration
Branden Staehely, Engineering
Sonia Wendelschafer, Human Resources

Consultants:

None

Public:

Jack Carter	Sharon Carter	Todd Cathers
Kevin Engstrom	Elisabeth Geisinger	Joann Lammers
Jared Motherway	Kurt Nasshahn	Vi VonAllmen
Travis Weber		

- 1. Pledge of Allegiance:** President Carter led the Board in the pledge of allegiance.
- 2. Agenda – Requests for Additions or Deletions:** None
- 3. Public Comment:** None

President Carter announced Director Price would not be in attendance this evening.

B. ITEMS FOR ACTION

- 1. Minutes, January 16, 2018 Regular Meeting:** Directors Melton/Reed moved to approve the Minutes of the January 16, 2018 Regular Meeting as submitted. *Vote: Unanimously approved.*
- 2. Financial Reports:** R. Swanson announced the January financial statements are preliminary and unaudited and should be available for presentation and examination at the March 20 Board Meeting. The January month end cash balance, including investments and long-term debt reserves, were equal to \$10,894,157. Directors

Mathers/Melton moved to approve the Financial Reports for January, 2018 as presented. *Vote: Unanimously approved.*

3. **Accounts Payable Report for January 2018:** R. Swanson reviewed several payments and staff provided clarification on others. Directors Melton/Reed moved to approve the Accounts Payable Report for January 2018 as presented. *Vote: Unanimously approved.*
4. **Award Bid – Annual Line Materials:** B. Staehely reviewed the annual line materials bid process. He noted that the information under summary should have read “...construction materials *increased* 0.01 percent...” The bids were opened on January 18, 2018. After little discussion, Directors Reed/Mathers moved to award the bid to the lowest responsible bidder for each item per the attached bid evaluation. *Vote: Unanimously approved.*
5. **Award Bid – Control Enclosure:** B. Staehely reviewed the bid process for the Betsy Johnson Substation Control Enclosure. After brief discussion, Directors Melton/Reed moved to award the bid to Power Design Inc. for the Control Enclosure for a bid price of \$65,800, they are the lowest responsible bidder. *Vote: Unanimously approved.*
6. **Authorize Bid – Trenching: Anliker to Janshaw:** B. Staehely presented a request for the Board to authorize bid for trenching from Anliker to Janshaw in Deer Island. Discussion occurred. Directors Melton/Mathers moved to authorize staff to solicit sealed bids for trenching along Meissner Road, with the bid opening to be held at the office of Columbia River PUD on April 4, 2018 at 3:30 p.m. pacific prevailing time. *Vote: Unanimously approved.*

C. ITEMS FOR DISCUSSION

1. **COMMIT Program:** L. Calnon provided a recap of the discussion from the last meeting and led the Board in a discussion on the various questions and decisions the Board may have to consider to revise the Economic Development Grant Program. After considerable discussion, L. Calnon reiterated the direction the Board was heading included the following: adopt a program similar to Tillamook PUD; incorporate a \$15 thousand cap over a five year period; utilize the \$15,000 budgeted for 2018 and work toward an appropriate amount for 2019; have an open deadline throughout the year; and, include the Board Management Advisory Committee as part of the initial team. Staff will work with legal counsel to develop the application and program. A proposal will be presented at the March meeting.

The Board agreed the car wash program was a great idea; they fully support the plan. E. Crape noted the original idea for the program was suggested by crew member Travis Weber.

2. Reports:

- a. **Outages:** E. Crape noted the report format has changed with the new GIS system.

b. **Write-offs:** K. Dean reported Customer Accounts collected \$915.36 bringing the February net write-offs to \$83.21.

c. **Staff:** E. Crape reported both apprentices are attending their annual training at Camp Rilea right now. He reported a new trailer has been purchased and is currently in transit. He provided a brief description of the new dump truck.

B. Staehely provided an update on the progress of the Betsy Johnson substation. If BPA is utilized for the tap, the process could take two-years. We'll know later this month if PGE will be a more cost effective option. Staehely also reported two employees were sent for witness testing for the new transformer. The testing failed. Staff will go back at a later date to re-test.

L. Calnon reported on the BPA financial CRAC possibility noting there is about a 74% chance of seeing an increase of approximate 1.7%.

T. Lammers provided an update on the on the Electric Vehicle team that was recently formed, and on the program being developed to aid in being a strong resource for customers interested in purchasing an electric vehicle.

B. Staehely discussed staff participation in a crypto-currency webinar, noting there are some opportunities to create incentives for those customers to aid in methodically reducing load.

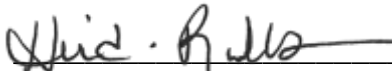
J. Nguyen provided a legislative update on the current cap and trade bill. We will be working with representatives to oppose the bill.

S. Wendelschafer reported the GIS/Analyst position was posted; February 19 the Operations Assistant/Warehouseman position was opened in anticipation of a retirement. She announced the Employee of Month for January was Annette Noelke.

3. **Board Comments:** Director Melton extended his thanks to staff and crew and inquired how the new hours were working.
4. **Public Comment:** Jack Carter shared his appreciation for the dedication and effort of the line crew. Director Mathers and Director Melton echoed the sentiment and added their thanks to the entire staff as well.

There being no further business to come before the Board, the meeting was adjourned at 7:26 p.m.

Columbia River People's Utility District

By 
Heidi Ralls, Board Secretary