

COLUMBIA RIVER PEOPLE'S UTILITY DISTRICT
Regular Meeting
March 19, 2019

A. CONVENE MEETING

The Regular Meeting of the Board of Directors of the Columbia River PUD 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:

Craig Melton
Debbie Reed
Harry Price
Jake Carter
Rob Mathers

Staff:

Branden Staehely, Engineering
Eli Crape, Operations
Heidi Ralls, Administration/Public Relations
John Nguyen, General Manager
Kristen Dean, Customer Accounts & Billing
Lil Guisinger, Accounting & Finance
Lonny Lee, IT
Sonia Wendelschafer, Human Resources
Tim Lammers, Energy Services

Consultants:

None

Public:

Jennifer Nelson Mark & Julie Sandstrom, Friends of Columbia County Fair
Sharon Carter Shawntel Staats

1. **Pledge of Allegiance:** President Carter led the Board in the pledge of allegiance.

J. Nguyen introduced the newest employee, Shawntel Staats. Shawntel provided a brief background of her work history and family. The Board welcomed her to the utility.

2. **Agenda – Requests for Additions or Deletions:** It was announced that the Audit Report would be postponed to April. An Economic Development Grant Request was added to the agenda.
3. **Public Comment:** None

B. ITEMS FOR ACTION

1. **Economic Development Grant Program - Friends of Columbia County Fair:** H. Ralls reviewed the request and supporting information for the grant request. Director Melton declared a potential conflict of interest, his wife started the Friends of Columbia County Fair many years ago. They have not been dues-paying members for several years. After a lengthy discussion, Directors Mathers/Price move to approve the grant proposal and award \$7,500 to Friends of Columbia County Fair for financial assistance to replace five poles, add a new pole, replace the halogen lights with new LED fixtures, run new wiring, and replace the electrical panel at the Fairgrounds Arena. *Vote: Four yes, one abstention – Director Melton.*
2. **Minutes February 19, 2019, Regular Meeting:** Directors Reed/Melton moved to approve the Minutes for the February 19, 2019, Regular Meeting as presented. *Vote: Unanimously approved.*

3. **Financial Reports for February 2019:** L. Guisinger presented the unaudited financial reports for February 2019. Cash, less long-term debt reserves, was equal to \$11,041,967. Directors Melton/Mathers moved to approve the Financial Reports for February 2019 as presented. *Vote: Unanimously approved.*
4. **Accounts Payable Report for February 2019:** L. Guisinger reviewed the accounts payable report for 2019 providing additional information on a number of payments and clarifying others. After little discussion, Directors Melton/Reed moved to approve the Accounts Payable Report for February 2019 as presented. *Vote: Unanimously approved.*
5. **Policy 2-1 Bank Depositories:** J. Nguyen reviewed the background for the requested changes to Policy 2-1, Bank Depositories. After little discussion, Directors Reed/Price moved to amend Policy 2-1, Bank Depositories as presented. *Vote: Unanimously approved.*
6. **Award Bid - Betsy Johnson Substation Driveway:** B. Staehely provided information on the bids submitted to install the driveway and entrances at the Betsy Johnson Substation. After little discussion, Directors Melton/Mathers moved to award the bid to Five Star Builders for the Betsy Johnson Substation driveway and entrances, for a bid price of \$54,196.00. *Vote: Unanimously approved.*

C. ITEMS FOR DISCUSSION

1. Reports:

- a. **Outages:** E. Crape reported sending ten employees, at various times, to Emerald PUD; four of which were there for 13 days straight. Emerald PUD was very appreciative for the assistance.
- b. **Write-offs:** K. Dean reported write-offs equaled minus \$1,018.80.
- c. **Staff:** J. Nguyen reported Scott Corwin, of PPC, has accepted the position of Executive Director for NWPPA upon Anita Decker's retirement. Nguyen provided an update on the DC Fast Charging station to be installed at the PUD office and indicated two Level 2 charging stations slated for the back parking lot have been ordered.

Discussion occurred on the BPA spill charge and the effect of this winter's snowpack.

B. Staehely provided an update on the progress of the Betsy Johnson Substation build. He also provided an update on the LTC repair and the low-services repairs.

S. Wendelschafer provided a recruitment update. She announced that the entire line crew was selected as Employee of the Month.

H. Ralls reported the Chevy Bolt received its "Powered by Clean Hydro" wrap.

L. Lee provided a progress update on the NISC project. He also reported on the Dell SANS upgrades.

J. Nguyen reported the PUD was nominated for "Large Company of the Year" through the South Columbia County Chamber of Commerce.

2. **Board Comments:** There was brief discussion on the upcoming OPUDA Lobby Day and Board Meeting.

The Board thanked Eli and the crews for the help they provided to Emerald PUD.

3. **Public Comment:** None.

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m.

Columbia River People's Utility District

By  _____
Heidi Ralls, Board Secretary