

COLUMBIA RIVER PEOPLE'S UTILITY DISTRICT
Regular Meeting
April 17, 2018

A. CONVENE MEETING

The Regular Meeting of the Board of Directors of the Columbia River PUD was called to order by Vice President, Harry Price, at the Deer Island District Office at 6:00 p.m. The following individuals were present:

Directors:

Rob Mathers
Craig Melton
Harry Price
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
Lil Guisinger, Accounting & Finance
Heidi Ralls, Administration
Branden Staehely, Engineering
Sonia Wendelschafer, Human Resources

Consultants:

Public:

Sara Black Jack Carter
Joann Lammers Jennifer Nelson Rigmor Sorensen

1. **Pledge of Allegiance:** Vice President Price led the Board in the pledge of allegiance.
2. **Agenda – Requests for Additions or Deletions:** Vice President Price noted there will be no Executive Session; and action item number eight will be added: Call for Public Hearing to Amend Rate Schedules 60, 65, and 90.
3. **Public Comment:** Jack Carter commented on Director Price chairing the meeting.

B. ITEMS FOR ACTION

1. **Minutes, March 20, 2018 Special Meeting - Retreat:** Directors Mathers/Reed moved to approve the Minutes of the March 20, 2018 Special Meeting - Retreat as presented. *Vote: Three approved, one abstained – Director Melton was not present.*
2. **Minutes, March 20, 2018 Regular Meeting:** Directors Reed/Melton moved to approve the Minutes of the March 20, 2018 Regular Meeting as presented. *Vote: Unanimously approved.*
3. **Financial Reports for March, 2018:** L. Guisinger presented the Financial Reports for March, 2018. Month end cash less debt reserve was \$10,236,840. After little discussion, Directors Melton/Mather's moved to approve the Financial Reports for March, 2018 as presented. *Vote: Unanimously approved.*
4. **Accounts Payable for March, 2018:** L. Guisinger reviewed the Accounts Payable report, reviewing several payments and providing clarification on others. Directors Melton/Reed

moved to approve the Accounts Payable for March, 2018 as presented. *Vote: Unanimously approved.*

5. **Resolution 18-02: Economic Development Grant Program:** L. Calnon reviewed the Economic Development Grant Program revisions as requested at the March Board meeting. After little discussion, Directors Melton/Mathers moved to approve Resolution 18-02, CRPUD Economic Development Grant Program, with a 2018 budget of \$15,500. A question regarding funding in future years was addressed. *Vote: Unanimously approved.*
6. **Award Bid – Trenching from Anliker to Janshaw:** B. Staehely reviewed the bid summary for trenching and conduit installation for Anliker to Janshaw. After little discussion, Directors Mathers/Melton moved to award the bid to Hobby Logging & Construction Inc. for Anliker to Janshaw trenching, for a bid price of \$148,000. *Vote: Unanimously approved.*
7. **Authorize Bid - Trenching Projects:** B. Staehely indicated there would be two separate project requests.

Meissner Road: B. Staehely presented a request for bid authorization for trenching along the top of Meissner Road. After little discussion, Directors Melton/Reed moved to authorize staff to solicit sealed bids for trenching along Meissner Road with bid openings to be held at the office of Columbia River PUD on May 31, 2018 at 3:30 p.m. pacific prevailing time. *Vote: Unanimously approved.*

Bedell Road: B. Staehely presented a request for bid authorization to convert overhead primary to underground along Bedell Road. Directors Reed/Mathers moved to authorize staff to solicit sealed bids for trenching along Bedell Road, with bid openings to be held at the office of Columbia River PUD after a minimum of 30 days from bids being sent to perspective bidders. *Vote: Unanimously approved.*

8. **Call for Public Hearing:** B. Staehely indicated there was a need to adjust rate schedules 60, 65, and 90 to include LED lights for commercial customers. After little discussion, Directors Melton/Mathers moved to call for a Public Rate Hearing at the May Board meeting. *Vote: Unanimously approved.*

C. ITEMS FOR DISCUSSION

1. Reports:

- a. **Outages:** E. Crape noted it was a slow month for outages.
- b. **Write-offs:** K. Dean reported the total Write-Offs for April, 2018 was \$1,781.55 which included a partial miscellaneous billing write-off of \$527.27.
- c. **Staff:** J. Nguyen indicated he would provide a report in May on the BPA spill surcharge.

L. Calnon reported the vehicle car wash held on Saturday was a success. Several requests to participate in future events have been received.

B. Staehely reported he will be meeting on Thursday with BPA regarding the tap for the Betsy Johnson Substation.

B. Staehely reported on the outage which originated in the St. Helens Substation near Armstrong. He reviewed the options of how to proceed with the repairs and expects to bring additional information to the Board in May.

L. Guisinger reported a total of \$668,274.84 in franchise fees. She reported on the net metering credits issued in March. She concluded with an update on PERS Reporting; going forward, it will be reported bi-weekly to match the payroll cycle.

T. Lammers provided an update on changes in the Energy Services Department. Due to a recent opening in the department, it was decided to utilize Energy Efficiency Services Group for several duties to allow continuity in the programs. The ESG has provided similar services for the PUD over the last few years. Rebate checks will continue to be issued and mailed to our customers by the PUD; Tim will continue to track and manage our BPA energy efficiency budget and programs as well as manage the efforts of ESG to ensure our customers are well served; all Key Account relationships and energy efficiency projects will continue to be managed by Tim. The Customer Accounts Department will also expand their roll by fielding calls as appropriate.

S. Wendelschafer reported Vi VonAllmen was Employee of the Month.

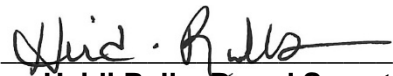
- 2. Board Comments:** Director Price thanked John and Heidi for assisting him with the meeting and thanked the audience for their kindness.

Director Melton referred to a PGE publication regarding electric vehicles. J. Nguyen informed the Board of website updates which will include EV information and other tools in preparation for the increase in electric vehicles coming into the market.

- 3. Executive Session:** 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