

COLUMBIA RIVER PEOPLE'S UTILITY DISTRICT
Regular Meeting
June 18, 2019

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:

Craig Melton
Debbie Reed
Harry Price
Rob Mathers

Staff:

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

Absent:

Jake Carter, Excused

Consultants:

Phil Griffin, General Counsel

Public:

Jack Carter Sharon Carter Jennifer Nelson

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

B. ITEMS FOR ACTION

1. **Minutes of the May 14, 2019, Regular Meeting:** Directors Mathers/Melton moved to approve the Minutes of the May 14, 2019, Regular Meeting as presented. *Vote: Unanimously approved.*
2. **Financial Reports for May 2019:** L. Guisinger reported cash, less long-term debt reserves, was equal to \$11,453,138. The year to date net operating margin was \$2,501,125. After little discussion, Directors Melton/Reed moved to approve the Financial Reports for May 2019 as presented. *Vote: Unanimously approved.*
3. **Accounts Payable Report for May 2019:** L. Guisinger provided information on several payments and clarified others. After little discussion, Directors

Mathers/Melton moved to approve the Accounts Payable Report for May 2019 as presented. *Vote: Unanimously approved.*

4. **Award Bid – Sawyer Street Project:** B. Staehely reviewed the background for this bid indicating the replacement of cable will proactively save operation and restoration costs in the future. Directors Melton/Mathers moved to award Projects A and B to C&W Excavation for NE Sawyer Street trenching, for a bid price of \$220,287. *Vote: Unanimously approved.*
5. **Bid Authorization – Western Hills Mobile Home Park Cable Replacement:** B. Staehely reviewed the request for bid authorization. After little discussion, Directors Reed/Melton moved to authorize staff to solicit sealed bids for trenching and conduit installation in the Western Hills Mobile Home Park, with the bid opening to be held at the office of Columbia River PUD on July 10, 2019, at 3:30 p.m., Pacific prevailing time. *Vote: Unanimously approved.*
6. **Surplus Property Declaration – Vehicles:** E. Crape reviewed the request to surplus a 2001 Ford F350 Super Duty Truck (Vehicle #47). After little discussion, Directors Mathers/Melton moved to declare the vehicle surplus and sell it by sealed bid offering to a local government or non-profit organization. If the vehicle does not sell, then sell the vehicle at an auto auction using Professional Fleet Management. *Vote: Unanimously approved.*

C. ITEMS FOR DISCUSSION

1. Reports:

- a. **Outages:** E. Crape reviewed the outage report for May 2019.
- b. **Write-offs:** S. Wendelschafer presented a revised write-off report for June 2019 noting a total of \$1,522.53 in paid write-offs during the month, leaving a year to date balance of -\$377.39.
- c. **Staff:** J. Nguyen reported Scott Simms was selected as the new Director of PPC.

B. Staehely provided an update on the Betsy Johnson Substation. PGE is slated to install the tap line on July 22. He provided an update on the St. Helens WR-1 transformer.

S. Wendelschafer reported the following: K. Nasshahn was promoted to Operations Supervisor effective July 1, the Customer Accounts Representative recruitment closed Monday; we received a total of 47 applications, this Thursday is the Bring Your Dog To Work day, and the Bring Your Child to Work Day Team was selected as employee of the month.

L. Lee provided an Enterprise System update for NISC. We will have the first on-site visit the week of July 9. He also indicated all the hardware/software will be

installed on all user computers the following week. Sample data will be available for training purposes.

H. Ralls reported that the 2018 Annual Report is expected back next week.

T. Lammers provided information on an EV conference that he and B. Staehely attended today. The recurring theme from the conference is that the EV movement is gaining traction; the power industry needs to be prepared.

2. Board Comments: Director Mathers conveyed that he recently discovered the beautiful Vedanta retreat grounds in Scappoose and urged everyone to visit.

3. Public Comment: None

There being no further business to come before the Board, the meeting was adjourned at 6:47 p.m.

Columbia River People's Utility District

By  _____
Heidi Ralls, Board Secretary