

COLUMBIA RIVER PEOPLE’S UTILITY DISTRICT
Regular Meeting
August 15, 2017

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:

Jake Carter
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
Mikka Mullican, Customer Accounts
John Nguyen, General Manager
Tracy Pinder, Accounting & Finance
Heidi Ralls, Administration
Branden Staehely, Engineering
Sonia Wendelschafer, Human Resources

Consultants:

Philip Griffin, Attorney

Public:

Howard Blumenthal	Jack Carter	Sharon Carter
Annie Nguyen	Julie Thompson	Courtney Vaughn

- 1. Pledge of Allegiance:** President Carter led the Board in the pledge of allegiance.
- 2. Agenda – Requests for Additions or Deletions:** General Counsel P. Griffin stated there is no need for an Executive Session.
- 3. Public Hearing, August 15, 2017 Electric Rate Changes:**

Open: President Carter opened the Public Hearing at 6:01 p.m. Due to technical difficulties, there was a short delay. The hearing resumed at 6:16 p.m.

Staff Comments: J. Nguyen reviewed the goals set for and the purpose of the Cost of Service Analysis (COSA) and the process leading up to this hearing. Major cost drivers include an increase in wholesale power costs and load growth in the service area. The COSA resulted in a recommended overall rate increase of 5.1%, beginning October 1, 2017. J. Nguyen reviewed the three recommended options for each rate class requiring treatment. He noted the discounted rates would still apply for Special Waiver and Senior Discount Customers. The PUD would utilize cash reserves to limit the rate increase.

Public Testimony:

Proponents: None

Opponents: Howard Blumenthal, St. Helens, testified against raising the customer charge indicating it would create a hardship on the individuals that use very little energy.

He suggested the Board consider increasing the energy charge by one cent instead of increasing the customer charge.

Rebuttal: None

President Carter closed the Public Hearing at 6:45 p.m.

Deliberation: Upon hearing public testimony, the Board considered the options, staff recommendation, and public input.

4. Public Comment: None

President Carter invited Jesse Hutchins, Apprentice Lineman, and Kristen Dean, Customer Accounts Supervisor to introduce themselves as the newest employees to join Columbia River PUD.

M. Mullican reported it was her last day as Customer Accounts Supervisor before pursuing a different career. She thanked the Board for welcoming her and expressed her appreciation for the opportunity to be part of the PUD family. The Board thanked her for her service and for the many contributions she made while here.

B. ITEMS FOR ACTION

- 1. Minutes, July 18, 2017 Regular Meeting:** Directors Melton/Reed moved to approve the Minutes of the July 18, 2017 Regular Meeting as presented. *Vote: Unanimously approved.*
- 2. Minutes, August 1, 2017 Special Meeting – Rate Advisory:** Directors Mathers/Price moved to approve the Minutes of the August 1, 2017 Special Meeting as presented. *Vote: approved with 4 votes. Director Melton abstained as he did not attend the meeting.*
- 3. Financial Reports for July 2017:** T. Pinder reviewed the requirements needed to close the financials for the month: complete accounts payable, payroll expenses, and receipt of the BPA bills. Due to the August Board meeting falling early in the month, financials are not yet prepared. T. Pinder will present complete financial reports for both July and August at the September Board Meeting. She provided an overview of the information available to date. No action taken.
- 4. Accounts Payable for July 2017:** T. Pinder reviewed a number of payments and provided clarification on others. Directors Reed/Price moved to accept Accounts Payable as presented. *Vote: Unanimously approved.*
- 5. Resolution 17-07: Setting Electric Rates:** J. Nguyen reviewed the options for rate treatment. Each director noted their preferred options. After little discussion, Directors Melton/Price moved to approve option one for achieving an overall 5.1% rate increase: to increase Residential, Small General Service and Irrigation rate schedules by 5.5%, and increase Large General Service and Industrial rate schedules by 4.6%. These rates would be effective for all bills rendered after October 1, 2017.

The Board further selected the following rate design scenarios from Option 1:

- Residential - Scenario 2
- Small General Service - Scenario 1
- Irrigation - Scenario 1
- Large General Service - As proposed
- Industrial Primary - As proposed
- Industrial Transmission –As proposed

Vote: Unanimously approved.

Directors Reed/Melton moved to adopt Resolution 17-07 In the Matter of Setting Electric Rates. *Vote: Unanimously approved.*

6. **Resolution 17-08: Supporting HR 3144:** L. Calnon reviewed the request to support HR 3144 emphasizing the importance of addressing the Federal Columbia River Power System Biological Opinion. After some discussion, Directors Melton/Mathers moved to Pass Resolution 17-08 Supporting H.R. 314 – Federal Legislation addressing the Federal Columbia River Power System Biological Opinion; and directed staff to author a letter to the Oregon Congressional delegation urging support for H.R. 3144. *Vote: Unanimously approved.*
7. **Authorization to Bid – Flagging Services:** B. Staehely reviewed the necessity for going out to bid for flagging services. After some discussion, Directors Mathers/Reed moved to authorize staff to solicit sealed bids for flagging services for 2018 and 2019 with the bid opening to be held at the office of Columbia River PUD on September 20, 2017 at 3:30 pm pacific prevailing time. *Vote: Unanimously approved.*
8. **Award Bid – Old Bunker Hill Trenching:** B. Staehely provided information on the Old Bunker Hill Road Trenching Project. After some discussion, Directors Melton/Price moved to award the bid to Hobby Logging & Construction for the Old Bunker Hill Trenching, for a bid price of \$55,900. *Vote: Unanimously approved.*
9. **401(a) Matching Plan Amendments:** T. Pinder reviewed the proposed changes to the 401(a) Matching Plan. After some discussion, Directors Reed/Price moved to adopt revisions to the District’s 401(a) Defined Contribution Plan: (1) add language to include participation in the District’s 401(k) deferred compensation plan as a qualifier to become a plan participant; and (2) remove language related to a Performance Component, making the Plan a straight matching plan. Authorize John Nguyen and Tracy Pinder, as Plan Administrators to sign the amended and restated Plan, with an effective date of August 1, 2017. *Vote: Unanimously approved.*

C. ITEMS FOR DISCUSSION

1. Reports:

- a. **Outages:** E. Crape commented there is nothing out of the ordinary with outages.
- b. **Write-offs:** M. Mullican reported #11 is an account that is under arrangements but due to aging, it was added in the write-off amount.

- c. **Staff:** J. Nguyen reported on the Columbia City Franchise fee agreements. We have asked for an extension to the end of September for revisions. He indicated escrow is expected to close this week.

S. Wendelschafer reported Daniel Avritt was employee of the month. She also reported interviews for HR Specialist would be held August 25.

B. Staehely provided an update on the inter tie request for the Betsy Johnson Substation. He also reported on the low services repairs.

R. Calnon reported on the process of the GIS project and the email migration. Cyber security training is going well.

T. Lammers reported on a conservation project rebate noting we expect to have a check presentation late this week or early next week.

L. Calnon reported Black Tie Blue Jeans was extremely successful in raising funds for the “Chance to Become” scholarship program. She reported the food drive competition between Columbia River and Clatskanie PUDs raised over \$7,000; Stuff the Bus was successful as well.

2. **Board Comments:** H. Price attended the OPUDA Board meeting. He reported that Senator Devlin spoke at the meeting, he also reported that Central Lincoln PUD completed their new facility. H. Price thanked staff for providing transportation to and from the meeting.

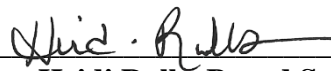
J. Carter attended Black Tie/Blue Jeans and reported everyone had a good time. He also reported on the Pacific Lineman Rodeo and encourages staff to attend to raise money for the Oregon Burn Center. He also reported he personally is raising funds to aid the Happy Valley burn victim. So far they have raised \$8500.

3. **Public Comment:** None

4. **Executive Session:** None

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m.

Columbia River People’s Utility District

By  _____
Heidi Ralls, Board Secretary