

COLUMBIA RIVER PEOPLE’S UTILITY DISTRICT
Regular Meeting
August 16, 2016

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:

David Baker
Jake Carter
Craig Melton
Harry Price
Richard Simpson

Staff:

Libby Calnon, Community & Public Relations
Rick Calnon, IT
Eli Crape, Operations
Tim Lammers, Energy Services
Mikka Mullican, Customer Accounts
John Nguyen, Interim General Manager
Tracy Pinder, Accounting & Finance
Heidi Ralls, Administration
Branden Staehely, Engineering
Sonia Wendelschafer, Human Resources

Consultants:

Philip Griffin, General Counsel

Public:

Joe Baker	Jack Carter	Sharon Carter	Dave Duehring
Joann Lammers	Tamara Maygra	Ronda Melton	Elva Mills
Jennifer Nelson	Annie Nguyen	Debbie Reed	Don Patterson, Chronicle
Brady Preheim	Ron Quick	Debbie Wanke	Courtney Vaughn, Spotlight

1. **Pledge of Allegiance:** President Carter led the Board in the pledge of allegiance.
2. **Agenda – Requests for Additions or Deletions:** President Carter indicated item numbers five and six for action would be reversed and that there would be no executive session. He also announced that Director Baker had requested an open hearing for complaints filed against him. In order for General Counsel to have time to determine which parts are required to be heard in Executive Session, the hearing will be postponed until the September Board Meeting.
3. **Public Comment:** Tammy Maygra, Deer Island, voiced her opposition in having Mr. Jack Carter sit on a Customer Assistance Review Committee. She also urged the Board to move beyond personal grievances and start over.

Elva Mills, retired employee, offered support for J. Nguyen. She urged the Board to make his position as General Manager permanent.

Brady Preheim, Scappoose, advised the Board it should be following the procedures set in place for seeking a General Manager. He voiced opposition in keeping the complaint by Interim General Manager Nguyen against Director Baker out of the public.

B. ITEMS FOR ACTION

- 1. Minutes, July 12, 2016 Regular Meeting:** Directors D. Baker/C. Melton moved to approve the Minutes of the July 12, 2016 Regular Meeting as presented. President Carter noted that based on information received in a recent training, all votes will now be taken by a show of hands. *Vote: Unanimously approved*
- 2. Financial Reports for July 2016:** T. Pinder reviewed the July 2016 Financial Reports. Of note, cash balances as of month end July equaled \$9,184,648. Directors C. Melton/H. Price moved to approve the July 2016 Financial Reports as presented. *Vote: Unanimously approved*
- 3. Accounts Payable for July 2016:** T. Pinder reviewed several payments. Directors D. Baker/R. Simpson moved to accept the Accounts Payable as presented. *Vote: Unanimously approved*
- 4. Policy 2-23: Cash Management:** T. Pinder provided background on the proposed changes to the Cash Management Policy. She recommended updating the policy by removing any specific amounts for a cash reserve and instead, apply a methodology using information readily available from the audit report and various financial statements. She believes the policy should continue to be reviewed annually with any deficits being reported to the Board along with suggestions to recapture the funds. Directors D. Baker/C. Melton moved to adopt revised Policy 2-23 – Cash Management as presented by staff. Director Baker and President Carter complimented T. Pinder on her presentation. *Vote: Unanimously approved*
- 5. General Manager Selection Process:** Director Simpson urged the Board to follow the guidelines in the Board Governance Policy. Director Baker suggested the Board open the position for a competitive bid stating the duty of the Board is to get the highest qualified individual. Director Melton spoke in favor of the recruitment process but would like to see J. Nguyen appointed for another year based on feedback from employees and community leaders who have had good interaction with him and based on what has been accomplished over the last year, including his management of the December outage. President Carter expressed concern with the significant cost in recruitment as demonstrated by other utilities only to hire from within or from neighboring companies. Director Melton asked J. Nguyen if he would be interested in continuing another year as Interim General Manager. J. Nguyen replied he would like to continue working with the dedicated staff to keep the utility moving forward. Stability is important. Directors Melton/Price moved to extend the Interim General Manager Contract for another year with John Nguyen as Interim General Manager. *Vote: In favor – Directors Carter, Melton, Price; Opposed – Directors Baker, Simpson. The motion passes.*
- 6. Interim General Manager Agreement:** Director Melton asked if Interim General Manager J. Nguyen was willing to continue with the same arrangement. J. Nguyen responded positively. Director Simpson indicated he would have no objection to a cost of living adjustment. S. Wendelschafer pointed out the current pay level is well below the

average pay for General Managers. J. Nguyen was adamant that he would not accept any increase over the current level of compensation. Directors Melton/Price moved to extend the current contract to reflect pay as IT Special Project Manager plus \$2000/month as Interim General Manager. *Vote: Unanimously approved*

C. ITEMS FOR DISCUSSION

1. 2017 Budget Advisory Committee: H. Ralls reviewed the proposed Budget Advisory Committee list noting the south county representative position was open.

2. Reports:

a. Outages: E. Crape reviewed the outages for July 2016 stating they were all pretty normal for the time of year.

b. Write-offs: M. Mullican indicated the net write off for August is \$602.11.

c. Staff: S. Wendelschafer provided an update on recruitment. She informed the Board that Cathy Cartmill has announced her retirement. The communication/trust building training will be scheduled later this fall. She also announced that Tim Arnst was chosen as Employee of the Month for July.

T. Pinder reported staff is working in preparation of Budget season.

M. Mullican reported that Community Action Team is participating in a test cooling assistance program. L. Calnon, K. Boggs, and C. Pellham have worked hard notifying customers of the program.

B. Staehely reported the PUD received the final payment from FEMA. He provided a status report on the low services repairs. The new hoopie arrived August 12. Only one bid was received for rock-holes.

L. Calnon shared with the Board that the PUD is hosting a blood drive here at the utility on Friday. She also reminded the Board the Customer Appreciation Dinner is slated for October 4, during Public Power week. She will supply tickets at the next meeting for them to hand out. She also noted the PUD will be hosting the Koffee Klatch that Friday, October 7.

T. Lammers reported he is still working with Cascades Tissue on three sizable energy efficiency projects. He also reported Rightline Equipment is adding LED lights to their new addition.

E. Crape indicated Tillamook PUD may be getting their new hole-digger at the end of this month so he will be in contact with them on the purchase of their old truck.

J. Nguyen thanked L. Calnon and K. Boggs for the good work on the Annual Report.

- 3. Board Comments:** Director Simpson commented that members of the Board take an oath not to reveal anything out of executive session and are very well instructed. It appears there is no trust that this Board abides by that value. He agrees that if someone breaks that oath they should be held accountable. He commented that in the Roberts Rules of Order training, it was stressed that a Board could agree to disagree. He spoke in opposition of being charged to review the monthly attorney bills. Lastly, he remarked on comments he's heard about Board members charging travel expenses to the PUD for spouses and wanted to clarify that any travel expenses for his wife are paid by him prior to leaving.

Director Melton reported on a pole that hit a McNulty water line.

President Carter remarked the training procedure for Parliamentary Procedures had very good information that should be incorporated into the Board Governance Policy. Director Simpson concurred. Directors Carter, Simpson, and Price attended the training.

- 4. Public Comment:** Brady Preheim spoke in opposition of the Board's decision to extend the Interim General Manager Contract.

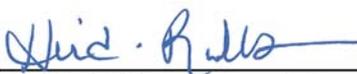
Tammy Magra spoke in favor of the Board's decision to extend the Interim General Manager Contract suggesting the Board let things settle down.

Director Simpson noted the Oregon Attorney General is holding a hearing in Bend on Thursday relating to Public Records Law.

- 5. Executive Session:** None

There being no further business to come before the Board, the meeting was adjourned at 7:12 p.m.

Columbia River People's Utility District

By  _____
Heidi Ralls, Board Secretary