

COLUMBIA RIVER PEOPLE’S UTILITY DISTRICT
Regular Meeting
October 16, 2018

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 - absent
Craig Melton
Harry Price
Debbie Reed

Staff:

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

Consultants:

Nick Herman, Counsel,
Clarke Griffin, LLC

Public:

Jack Carter Sharon Carter Jennifer Nelson

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

J. Nguyen introduced Kristen Hansen, HR Assistant, as the newest employee at the PUD. She provided a brief background; the Board welcomed her to the utility.

B. ITEMS FOR ACTION

1. **Minutes, September 18, 2018 Special Meeting - Retreat:** Directors Melton/Reed moved to approve the Minutes of the September 18, 2018 Special Meeting-Retreat as presented. *Vote: Unanimously approved.*
2. **Minutes, September 18, 2018 Regular Meeting:** Directors Reed/Melton moved to approve the Minutes of the September 18, 2018 Regular Meeting as presented. *Vote: Unanimously approved.*

- 3. Minutes, October 2, 2018 Special Meeting – Budget Advisory Committee:** Directors Melton/Price moved to approve the Minutes of the October 2, 2018 Special Meeting – Budget Advisory Committee as presented. *Vote: Unanimously approved.*
- 4. Financial Reports for September, 2018:** L. Guisinger reviewed the September Financial Reports. Cash balance for September, less long term debt, is equal to \$11,126,891. After little discussion, Directors Melton/Price moved to approve the Financial Reports for September, 2018 as presented. *Vote: Unanimously approved.*
- 5. Accounts Payable Report for September, 2018:** After little discussion, Directors Melton/Reed moved to approve the Accounts Payable Report as presented. *Vote: Unanimously approved.*
- 6. Approve Audit Firm:** L. Guisinger reported to the Board that only one response to the Request for Proposal (RFP) had been received. After little discussion, Directors Melton/Reed moved to authorize the General Manager to enter into a three-year agreement, which may be extended for an additional two years as directed by the Board, with the audit firm Kenneth Kuhns and Company in the amount of \$26,950 with a 3% inflationary adjustment. *Vote: Unanimously approved.*
- 7. Bid Award Authorization – Pole and Meter Base Inspection/Treatment: B.** Staehely presented an updated action item to the Board. He noted that there is a chance that the meter bases may be pulled from the bid to be taken care of in-house. The Board expressed concerns with the large difference in pricing between Osmose and the lowest bidder. After considerable discussion, Directors Melton/Reed moved to authorize staff to award Pacific Pole Inspections, the lowest responsible bidder, a two-year price contract to inspect and treat poles and inspect meter bases in 2019 and 2020. *Vote: Unanimously approved.*
- 8. OPUDA Board of Directors – Select Vice-Chair:** J. Nguyen informed the Board that the OPUDA Board of Directors has requested CRPUD select a Vice-Chair for 2019 who would transition to be the OPUDA Board President for 2020. After considerable discussion, Directors Reed/Melton moved to select Jake Carter to be the OPUDA Board Vice-Chair in 2019 and President in 2020. *Vote: Unanimously approved.*

C. ITEMS FOR DISCUSSION

- 1. HB 2599 – Self Reporting of Disconnections:** K. Dean reviewed the background of HB 2599 as well as the PUD's current and long-standing practices regarding disconnects during extreme weather conditions. She indicated that, while not required, PUD staff also took into consideration local air quality advisories issued due to forest fires. No customers were disconnected when these air quality advisories were in effect. Additional discussion occurred, no action was taken.

2. Reports:

- a. **Outages:** E. Crape provided information on the September 14 outage.
- b. **Write-offs:** K. Dean reported September was a great month for collections. Total write-offs for September is \$473.32.
- c. **Staff:** J. Nguyen reported Anita Decker, Executive Director of NWPPA, announced her retirement is set for May 2019. J. Nguyen provided an update on the BPA rate case. We still anticipate our power rate increase to be at about five percent and the transmission rate increase at about 10%.

S. Wendelschafer announced Eli Crape was Employee of the Month for September.

B. Staehely provided information on the repair for WR-1. Based on the results of testing that was done, replacement may be required instead of just repairs. B. Staehely also provided a status update on the Betsy Johnson Substation.

E. Crape reported the new service truck is scheduled to arrive Tuesday.

T. Lammers provided an update on the Rainer School District energy efficiency projects and noted there are some other industrial projects on the horizon.

H. Ralls reported that the PUD will not be attending the Children's Fair as stated in the staff report. Our presentation equipment, Zapsville, was damaged prior to the customer appreciation dinner and may not be repairable.

L. Lee provided an update on the NISC project. Staff anticipates a six-month delay in the start of implementation due to contractual issues.

3. **Board Comments:** Directors Melton and Price thanked staff for the work at the Customer Appreciation dinner. J. Nguyen noted the help from BPA staff was greatly appreciated.

Director Carter apologized for not being available for last month's Regular Meeting and the Budget Advisory Meetings. His daytime job and personal vacation time prevented his attendance.

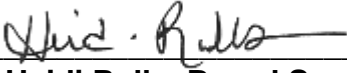
4. **Public Comment:** Jack Carter commented on the Customer Appreciation dinner.
5. **Executive Session:** The President advised that after a brief recess, the Board would reconvene in executive session under ORS 192.660(2)(h), consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed.

A brief recess was called at 6:57 p.m. The Board reconvened in executive session at 7:00 p.m. The following were present: Directors: J. Carter, H. Price, D. Reed, C. Melton; Staff: J. Nguyen, H. Ralls; Counsel: Nick Herman; Press: None.

The Board reconvened in regular session at 7:28 p.m.

There being no further business to come before the Board, the meeting was adjourned at 7:28 p.m.

Columbia River People's Utility District

By 
Heidi Ralls, Board Secretary