

COLUMBIA RIVER PEOPLE’S UTILITY DISTRICT
Regular Meeting
November 15, 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
Eli Crape, Operations
Tim Lammers, Energy Services
John Nguyen, Interim General Manager
Tracy Pinder, Accounting & Finance
Heidi Ralls, Administration
Branden Staehely, Engineering
Sonia Wendelschafer, Human Resources

Consultants:

Philip Griffin, Attorney
Nick Herman, Attorney

Public:

Heather Arnis	Riley Baker	Coleen Belisle
Jack Carter	Sharon Carter	Candy Chapman
Dave Ehrenkranz	Ramona Granath	Kathy Hoffman
Joann Lammers	Tammy Maygra	Jennifer Nelson
John & Kathy Odenthal	Brady Preheim	Ron & Connie Quick
Debbie Reed	Mike Sheehan	MaryJo Simpson
Nancy Ward	Courtney Vaughn, Spotlight News	

1. **Pledge of Allegiance:** President Carter led the Board in the pledge of allegiance.
2. **Agenda – Requests for Additions or Deletions:** President Carter added a discussion item for “Certify Elections” after the political boundary discussion.
3. **Public Comment:** Colleen Belisle of Paradise Moorage encouraged the Board to allow the elected candidate to be on the Board and encouraged them to continue with measures to rectify the problem.

Ramona Granath, a Dikeside member, understands the history and would like to have a voice on the PUD Board.

Candy Chapman, marina resident, is hopeful to see the elected candidate on the Board.

B. ITEMS FOR ACTION

- 1. Minutes, October 11, 2016 Special Meeting - Retreat:** Directors C. Melton/R. Simpson moved to approve the Minutes of the October 11, 2016 Special Meeting as presented. *Vote: Unanimously approved*
- 2. Minutes October 18, 2016 Regular Meeting:** Directors D. Baker/R. Simpson moved to approve the Minutes of the October 18, 2016 Regular Meeting as amended. *Vote: unanimously approved*
- 3. Minutes October 25, 2016 Budget Advisory Committee Meeting:** Directors C. Melton/H. Price moved to approve the Minutes of the October 25, 2016 Budget Advisory Committee Meeting as presented. *Vote: unanimously approved*
- 4. Financial Reports for October 2016:** T. Pinder provided an overview of the financial statements for October 2016. Directors D. Baker/C. Melton moved to approve the Financial Reports for October 2016 as presented. *Vote: unanimously approved*
- 5. Accounts Payable for October 2016:** T. Pinder reviewed the summary page and several payments, noting the three transfers to BPA include a transmission bill for August which was received later than normal, and the regular transmission and power bills for September. Director Baker questioned why the legal services bill is broken into four amounts. T. Pinder reminded the Board that it is broken down by matter number and the bill is available for review at General Counsel's office. Directors D. Baker/R. Simpson moved to approve the Accounts Payable report for October 2016 as presented. *Vote: unanimously approved*
- 6. Call for Public Hearing: 2017 Operating & Capital Budget:** President Carter called for a public hearing at the December 20, 2016 Regular Meeting to consider the proposed 2017 Operating and Capital Budget. Director Baker asked if the APPA membership had been renewed and if any other memberships had been cancelled. J. Nguyen indicated APPA had not been renewed and no other memberships had been cancelled.
- 7. General Terms & Conditions – Adopt Updates:** J. Nguyen reviewed the background and summary for the updated General Terms & Conditions noting the Board received the information at the November Board Meeting for review. Staff has not received any change requests. Directors H. Price/C. Melton moved to adopt the proposed updates to the General Terms, Conditions, Rules and Regulations for Electric Service as presented at the October 18, 2016 Board meeting. *Vote: Unanimously approved*
- 8. Bid Authorization: Purchase Voltage Regulators:** B. Staehely provided background on the request to authorize the purchase of Voltage Regulators indicating they would be utilized to aid in the support of new industrial load growth in the Scappoose area. He also indicated the PUD is expecting payment from the customer for system improvements. The new load is planned for early 2017. This request is to both authorize the bid process and, in consideration of time restraints, to permit the Interim General Manager to award the bid

to the lowest responsible bidder. The bid will not be awarded until payment is received from the customer. Directors C. Melton/R. Simpson moved to authorize staff to solicit sealed bids for the purchase of six (6) voltage regulators, with the bid opening to be held at the office of Columbia River PUD on November 30, 2016 at 3:00 pm pacific prevailing time and authorize the Interim General Manager to award the voltage regulator bid to the lowest responsible bidder. *Vote: unanimously approved*

C. ITEMS FOR DISCUSSION

1. **Political Boundary:** Nick Herman of Clarke Griffin LLC, provided information on the political boundary issue involving the individuals residing in floating homes on the Multnomah Channel in Scappoose. He provided a draft news release articulating the legal position regarding the election and to provide further information on the issue. Herman indicated that despite winning the election, Ms. Ward is not lawfully allowed to be seated. He reviewed the four qualifications to sit on the board, as set by the Oregon constitution: 1. Individual must be a resident of the District; 2. Individual must be a resident of the subdivision intended to serve; 3. Individual must be an elector and capable of voting for the subdivision; 4. Individual must reside in the subdivision continuously for two years prior to the election. Ms. Ward resides in a floating home on the Multnomah Channel. In 1999 an annexation process occurred which set the political boundary of CRPUD at the low water line of the west bank of the Multnomah Channel. He reported that county counsel's opinion was that the water is state land and the state did not provide written permission for annexation into CRPUD's political boundary. N. Herman indicated general counsel continues to review the feasibility of annexation.

Discussion occurred on the process of the certification of the election.

2. **Certify Election Eligibility of Directors Running for Office:** P. Griffin cited CRPUD Policy 1-12: Certification of Board Candidate Eligibility, requiring General Counsel to provide a report to the Board at the November Meeting following an election to certify the eligibility of the candidates. Based on analysis of eligibility requirements of ORS 261.405, P. Griffin stated candidates Rob Mathers, Debbie Reed, Richard Simpson, and Jake Carter all meet eligibility requirements and are certified accordingly. Nancy Ward does not meet eligibility requirements of ORS 261.405.

Question from audience: Why was Ms. Ward allowed to go through the process if not eligible? President Carter indicated the Board was not aware of the problem until an hour before the Board meeting in October. He explained in 2012 there was a letter from the CRPUD to the county requesting inclusion of the floating homes. The county responded that they were outside the political boundary and not eligible.

3. **Reports:**
 - a. **Outages:** E. Crape reported the outage in Scappoose on October 21 was caused by a vehicle hitting pole. The entire substation was down; he commended the crew on their efficient response.

- b. **Write-offs:** T. Pinder noted after receiving \$201.06 in payments toward write-offs, the net write-off amount for November is -\$15.35.
- c. **Staff:** B. Staehely reported the Kalberer Road project is expected to be complete this week or early next.

S. Wendelschafer provided a recruitment update. She noted the all employee training on trust occurred November 9-10. Employee of the month for October was Mikka Mullican. S. Wendelschafer also announced that Cathy Cartmill retired November 11.

T. Pinder stated the first budget advisory meeting went well with good involvement and many questions. Staff is prepared for the second and final meeting this Thursday at 5:30pm.

E. Crape reported the 2nd hole-digger will be purchased very soon. He also reported Kevin Engstrom will officially be topped out as a journeyman lineman December 2nd.

- 3. **Board Comments:** Director Price congratulated the players and parents of both St. Helens and Rainier football teams for making it to the state playoffs.

Director Baker wanted to be on record that Richard Simpson is the kindest man he's ever met who wishes no ill will on anyone and it has been a pleasure to serve with him. He also commented that he has been on the Board for 16 years; the first 14 were an honor and privilege to serve the rate payers, lobby for them, and work for them. All his memories are nothing but good, it's been a pure joy. Thank you.

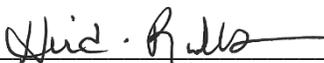
President Carter reported that Director Simpson, J. Nguyen, and Director Carter all attended OPUDA's annual meeting. He also thanked staff for the new board room chairs and tables.

- 4. **Public Comment:** Nancy Ward expressed her disappointment with a news release being distributed stating who will be certified prior to the Board voting on it and requested it be amended prior to distribution.

Discussion occurred on press release issuance procedures.

There being no further business to come before the Board, the meeting was adjourned at 7:10 p.m.

Columbia River People's Utility District

By 
Heidi Ralls, Board Secretary