

**REGULAR MEETING OF PACIFIC COUNTY PUD COMMISSIONERS HELD TUESDAY
June 6, 2017.....**

The Board of Commissioners of Public Utility District No. 2 of Pacific County, Washington met in regular session at the PUD Auditorium in Raymond, Washington at the hour of 1:00 P.M. Present were Commissioners Thompson, Swanson, and Anderson, Attorney Penoyar, General Manager Miller, Kayla Calabrese, Renae Powell, Mark Hatfield, Humaira Falkenberg, Craig Murray, Craig Kalich, Pat Myers, Gary Dennis, and Scott Homola.

PLEDGE OF ALLEGIANCE

MINUTES:

- Minutes of the previous meeting were approved as written.

ITEMS FROM THE PUBLIC NOT ON THE AGENDA: NONE

CORRESPONDENCE:

- Informational material was received from the following or in reference to: American Public Power Association, Bonneville Power Administration and the Department of Energy, Columbia Basin Bulletin Weekly Fish & Wildlife News, Newsdata Corporation, the Washington PUD Association, Columbia River Treaty Power Group, Energy Northwest, National Information Solutions Cooperative, Northwest Public Power Association, Northwest RiverPartners, Public Power Council, Regional Dialogue Slice Implementation Group, and The Energy Authority.

MANAGER’S REPORT:

- General Manager Miller presented an invoice dated May 31, 2017 from PURMS for a Liability General Assessment in the amount of \$1,079,768.00, with the District’s share being \$42,067.11, to bring the Liability Pool back up to its \$3.25 million Designated Fund Balance.
- General Manager Miller informed the Board that the flushing of the distribution lines in each of the District’s three Water Systems will occur during the month of June.
- General Manager Miller reported no update for NoaNet.
- Reported on meetings held over the last three weeks.
- Reported on upcoming meetings scheduled for the next two weeks.

AGENDA ITEMS:

Motion made by Commissioner Swanson, seconded by Commissioner Anderson and passed entering into Service Extension Contracts with the following:

Yvonne Coble	Lisa Gallaher	Cindy & Ed Kowalski
James & Debra Snyder	Ronald Taylor	James Kurtz
Jennifer Clark	Robert Taylor	Kevin & Anne Marple
Troy Clarno	Windswept Properties	Joel & Crystal Blair
Richard Strickler	Garrett Clements	Scott & Terry Mars

Opening of Bid No. 2017-1, Specifications for Placement of Primary Underground Facilities was held. The Engineering Department will evaluate the submittals to Bid No. 2017-1 for consideration at the June 20th Board Meeting in Long Beach.

Motion made by Commissioner Swanson, seconded by Commissioner Anderson and passed authorizing a change to the travel policy, implementing per diem for meals only, while continuing to use actual costs for hotels, for all employees. Commissioner Thompson was opposed.

General Manager Miller asked how the Commissioners would like per diem to be disbursed on travel days where a portion is given. Commissioner Swanson requested that it be per meal rather than a lump sum of funds.

General Manager Miller informed the Board that on travel days where there is no lodging, the federal per diem rules state you shall not be reimbursed. Commissioner Swanson said he would prefer to be paid back for what is spent, but that most of the meetings being attended for a single day include lunch. Therefore, the rules for federal per diem may be followed and any expenses incurred by the employee during a single day business trip will be out of pocket.

Motion made by Commissioner Anderson, seconded by Commissioner Swanson and passed authorizing General Manager Miller to enter into four Service Order Summary sheets with Northwest Open Access Network.

Motion made by Commissioner Swanson, seconded by Commissioner Anderson and passed authorizing General Manager Miller to enter into one Service Order Summary sheet with CresComm WiFi, LLC.

A discussion was held on FR clothing resulting in no change to the current policy. Commissioner Anderson asked for information on adding the District's logo to shirts. This will be researched and when available, reported on at an upcoming meeting.

A discussion was held on the Parpala Road/Hwy 101 Distribution Loop Project. No change was made to the previously discussed method used for new line extension customers in this area.

OTHER BUSINESS: NONE

COMMISSIONER'S REPORT:

Commissioner Swanson asked if the District will be completing a survey from the Public Power Council on strategic planning. General Manager Miller informed him that yes, the survey will be completed.

Commissioner Anderson attended the PURMS meeting in Seattle on June 1st for Commissioner Swanson and thought it was very interesting and good to know how the District's insurance pool works.

Commissioner Thompson updated the Board on her recent meeting with CARES and a yet to be scheduled workshop with members to determine the future of the JOA.

Commissioner Thompson informed the Board that she had researched Governance Policies from other utilities, which she presented to the other Commissioners, and thought it be a good idea that it is looked into for the Board.

Commissioner Anderson asked if the District went out to bid for the replacement of the sidewalk on Fourth Street. General Manager Miller informed him that if a project is under a certain dollar amount there is no bid required, but three bids were received for the job.

ITEMS FROM THE PUBLIC NOT ON THE AGENDA: NONE

The Board entered into an Executive Session, expected to last twenty minutes in regards to the performance of a public employee with no possible action anticipated after returning to Open Session. The Executive Session began at 2:27 PM. The Board returned to open session at 2:50 PM to announce they would be another two minutes.

The Board returned to Open Session at 2:53 PM. There being no further business, the meeting was adjourned at 2:54 PM.

Vouchers duly verified and certified were presented to the Board of Commissioners, each specifying the amount to be paid and the purpose of each payment. Each voucher was duly audited by the Auditor of the District, and the Board approved said claims including Revenue Vouchers 196741 through 196870 in the amount of \$385,668.51.