

Public Utility District No. 1 of Klickitat County
Board of Commissioners Meeting
Tuesday, March 23, 2021
2:00 p.m.

Due to the office closure associated with COVID-19 precautionary standards, in person attendance is still restricted. Attendance is noted below.

CALL TO ORDER: President Douglas B. Miller called the meeting to order at 2:00 p.m. as advertised.

PRESENT: Douglas B. Miller - President, Randy L. Knowles - Vice President (via teleconference), and Dan G. Gunkel - Secretary

STAFF PRESENT: Jim Smith - General Manager, Gwyn Miller - Assistant General Manager, Mike DeMott - Director of Finance and Power Management, Brandy Myers - Customer Service Supervisor, Kevin Ricks - Renewable Energy Assets Manager, Mark Pritchard - Operations Manager, Sharon Blodgett - Water/Wastewater Coordinator, and Luann Mata - Executive Assistant.

Via teleconference: Alex Casimiro - AP Clerk, Cynthia Bruce - Accounting Clerk, Ron Schultz - Engineering Manager, April Greenlaw - Operations Support Assistant, Brandon Johnson - Engineering Tech, Jeff Thayer - Materials Manager, Russ Patton - Project Engineer, and Mark Garner - Customer Engineering Supervisor.

GUESTS: None

PLEDGE: The Pledge of Allegiance was recited by those present.

MINUTES: MOTION was made by Commissioner Gunkel to approve the March 9, 2021 meeting minutes as presented. Motion carried.

CLAIMS & PAYROLL: Presented by Alex Casimiro. Vouchers were audited and certified by the auditing officer as required by RCW 42.24.080, and all expense reimbursement claims presented were certified as required by RCW 42.24.090 and were recorded on a listing made available to the board this 23rd day of March, 2021.

MOTION was made by Commissioner Gunkel to approve accounts payable vouchers and payroll in the amounts as listed:

- Accounts Payable Voucher Nos. 209877 through 209882 and 209884 through 210029 in the total amount of \$1,457,342.45; Wire and Automated Clearing House (ACH) transaction Nos. 8801445 through 8801452, along with Electronic Funds Transfer (EFT) transaction Nos. 220 through 225 in the total amount of \$2,275,566.83 for the period ending March 23, 2021; and
- Payroll Warrant No. 209883 and ACH Direct Deposit Payroll transactions 206702 through 206788 in the total amount of \$213,095.05 for the payroll period ending March 14, 2021.

Motion carried.

PUBLIC COMMENTS: None

AGENDA ITEMS:

- C. **RESOLUTION 1802 2015A BOND REFINANCE** - **MOTION** was made by Commissioner Knowles to approve Resolution 1802 authorizing staff to execute closing documents for the issuance and sale of an electric system revenue refunding bond, series 2021 in the aggregate principal amount of not to exceed \$19,345,000 for the purpose of providing funds to refund certain outstanding

electric system bonds of the district; the refinance is expected to close no later than April 15, 2021. Motion carried.

D. REJECTION OF BIDS- RNG Blower Project Construction - after discussion of bid opening results, **MOTION** was made by Commissioner Gunkel to reject all bids, for the 2021 RNG Blower Construction project. Motion carried.

A. POLICY 18 WATER CUSTOMER SERVICE POLICY UPDATES - Staff reviewed their evaluation process and recommendations with the board. After discussion:

MOTION was made by Commissioner Gunkel to waive the three-year back billing for two schools. Wishram School in the amount of \$22,003.56 for water and sewer basic fees and Klickitat School in the amount of \$16,621.92 for water basic fees. In accordance with Policy 7, adjustments over \$3,000 require board approval. Motion carried. The commissioners also directed staff to present the waiver of costs to these schools, demonstrating the board's forgiveness of back billing charges and willingness to work with schools. Motion carried.

MOTION was made by Commissioner Knowles to approve the update to Policy 18- Water Customer Service to be consistent with Policy 19- Wastewater Customer Service. The approval is contingent upon staff updating the language to include "corrective action will be taken and billing will be adjusted per flow requirements." Motion carried. Staff was authorized to move forward with implementing the 2" water meter cap for schools. Staff will provide these districts the correct basic fee and offer options to reduce water costs and improve infrastructure efficiencies. Motion carried.

REPORTS:

Water-Wastewater February update - Sharon Blodgett presented the report for February. She provided an update on the water leaks in Glenwood. She also stated that the Yakama Nation Housing Authority has purchased the Gorge View Country Estates Subdivision in Wishram and have paid for 46 connections to the Wishram water and sewer systems. They are obligated to have four houses built and occupied this year with a full build out completed by 2022.

AGENDA ITEMS Cont.:

B. PROFESSIONAL SERVICES PREQUALIFICATION - **MOTION** was made by Commissioner Gunkel authorizing the addition of all of the firms listed and agree to add them to the Professional Services Consultants Roster for the 2021 period. Motion carried.

REPORTS Cont.:

Engineering February Update - Ron Schultz, Brandon Johnson, and Mark Garner discussed the February report. Ron stated that we will be doing testing at the Gilmer and Klickitat Substations this year to determine their condition. Staff will replace all primary fuses at Gilmer and investigate and make a temporary repair on a broken transformer bushing in Klickitat, which we may replace later this year. We have also added bushing maintenance at MA Collins to our list of required outages this spring. We need to refill the bushing with oil now and again in the fall. This situation will be corrected in 2022 when we complete the MA Collins upgrade. Lastly we will begin a substation battery replacement project. Most of our substations have NiCad battery banks, we have gradually been upgrading to lead acid battery banks. Lead acid are proving to last longer than the NiCad. This project will begin this year and will be completed in 2023. We have an agreement with PacifiCorp that is under review. We have provided input and hope to have a signed agreement soon. This

agreement will demonstrate their response requirements and recognition of KPUD's ability to provide switching when their response times are impacted. They have also installed two visible fault indicators on this line on both sides of the Bingen Substation, and at other locations.

We have received some larger load inquires in areas where the current infrastructure cannot support the load at this time. Engineers are evaluating options, but for the purpose intended there may not be a cost effective option.

Brandon Johnson is evaluating support for a new Advanced Metering Infrastructure pilot project. We are now evaluating a Landis+Gyr product. This would not be a cell-based product as previously evaluated. This would involve a 20-30 meter pilot test project in the Goldendale area. Cost associated with this test project would be between \$10,000 and \$15,000.

Mark Garner stated that the stakers have been involved in several large reconductor projects and a few irrigation upgrade projects. Customer inquiries are picking up, especially in the Goldendale area.

Operations February update - Mark Pritchard discussed the February reliability statistics. The crews have been focused on maintenance work at least one week a month. Vegetation management is still a focus; there are two contractors still on the property. We are utilizing our mulching machine in conjunction with the contractor's equipment and continue to be active in safety, holding regular safety meetings and safety standards as well.

COMMISSIONER DOUGLAS MILLER - Commissioner Miller discussed a statement by Hillary Franz, Commissioner of Public Lands, regarding an educational component related to carbon credits.

COMMISSIONER RANDY KNOWLES - Commissioner Knowles did not have a report.

COMMISSIONER DAN GUNKEL - Commissioner Gunkel did not have a report.

ASSISTANT GENERAL MANAGER - Gwyn Miller presented the current operational update.

- **COVID-19 updates:**
 - Proclamation 2023- extends the disconnect for non-pay moratorium through July 31 or until the Emergency Declaration ends. Some additional wording added to the proclamation recognizes an individual's obligation to make good faith arrangements on utility bills that are in arrears. Gwyn also stated that our staff will continue to provide door hangers as opportunities to encourage customers to reach out.
 - **Vaccinations** – Our industry has yet to be recognized as an essential worker under the vaccine availability procedure, however Klickitat County has reached out to us allowing our employees the option to arrange for vaccination should they choose to do so. Those interested now have access. Organizationally, our county appears to be way ahead of other counties in meeting the vaccination requests.
- **Employee Luncheon with Commissioners:** We have scheduled an employee luncheon on April 13, at 1:00 p.m.
- **PURMS:** there is a meeting scheduled for March 25-26, 2021.

GENERAL MANAGER - The complete report can be found at:
http://www.klickitatpud.com/topicalMenu/commissioners/GM_Reports.aspx

