

Public Utility District No. 1 of Klickitat County  
**Board of Commissioners Meeting**  
**Tuesday, December 26, 2023**  
**2:00pm**

**CALL TO ORDER:** President Randy L. Knowles called the meeting to order at 2:00 p.m. as advertised.

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

**STAFF PRESENT** (via teleconference): Gwyn Miller - Assistant General Manager, Sarah Honkala - Accounting Clerk, Mike Nixon - Operations Manager, Mike DeMott - Director of Finance and Power Management, Kevin Ricks - Renewable Energy Assets Manager, Brandon Johnson - Engineering Manager, Brandon Walter - W/WW Superintendent, Brandy Myers - Customer and Accounting Services Manager, Luann Mata - Executive Assistant and Courtney Collins - Engineering Support Assistant.

**GUESTS:** None (via teleconference)

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

**MINUTES:** **MOTION** was made by Commissioner Miller to approve the December 12, 2023 meeting minutes as presented. Motion carried.

**CLAIMS & PAYROLL:** Presented by Sarah Honkala. 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 26<sup>th</sup> day of December, 2023.

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

- Accounts Payable Voucher Nos. 218185 through 218294 in the total amount of \$640,250.36; Electronic Funds Transfer (EFT) transaction Nos. 547 through 552 and Wire and Automated Clearing House (ACH) 8801890 through 8801895 in the total amount of \$2,498,247.08 for the period ending December 26, 2023; and
- ACH Direct Deposit Payroll transactions 213176 and 213261 in the total amount of \$238,486.77 for the payroll period ending December 17, 2023.

Motion carried.

**PUBLIC COMMENTS:** None

**REPORTS:** None

**AGENDA ITEMS:**

- A. APPROVAL OF UNION WAGE CONTRACT ADJUSTMENT AND COST OF LIVING ADJUSTMENT - **MOTION** was made by Commissioner Miller to authorize the General Manager to execute the union bargaining agreement tiered wage adjustments of 6%, 7%, and 8% as discussed and to authorize non-bargaining positions a 6% cost of living adjustment included within the 2024 Operating Budget approval. Motion carried.
- B. BID AWARD- TREE TRIMMING AND RIGHTS OF WAY CLEARING 2024 - **MOTION** was made by Commissioner Miller to recess the meeting until 3:30

p.m. Thursday, December 28, 2023 at which time the bid assessment will be complete and ready to award. Motion carried.

**Recessed** - There being no further business at 2:05 p.m., Commissioner Knowles recessed the meeting until 3:30 p.m. Thursday, December 28, 2023 to consider approval of Agenda Item B.

## **Thursday, December 28, 2023**

**CALL TO ORDER:** President Randy L. Knowles called the meeting to order at 3:30 p.m. as stated December 26, 2023.

**PRESENT:** Randy L. Knowles - President and Dan G. Gunkel - Vice President via teleconference.

**STAFF PRESENT** (via teleconference): Gwyn Miller - Assistant General Manager, Mike Nixon - Operations Manager, Cynthia Bruce - Accounting Supervisor, Courtney Collins - Engineering Support Assistant and Luann Mata - Executive Assistant.

B. BID AWARD- TREE TRIMMING AND RIGHTS OF WAY CLEARING 2024 - **MOTION** was made by Commissioner Gunkel to authorize the award for the Tree Trimming and Right of Way Clearing Bid 2024 to Kemp West in the amount of \$224,600.00 plus time and equipment in totality. Bids were received until 2:00 P.M. on December 28, 2023. Motion carried.

**Adjourned** - There being no further business, the meeting adjourned at 3:31 p.m. Thursday, December 28, 2023.

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/S/  
Randy L. Knowles, President

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/S/  
Dan G. Gunkel, Vice President

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/S/  
Douglas B. Miller, Secretary  
Date Approved: January 9, 2024

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/s/  
Luann Mata, Executive Assistant