

Public Utility District No. 1 of Klickitat County  
**Board of Commissioners Meeting**  
**Tuesday, December 26, 2017**

**CALL TO ORDER:** Vice-President Gunkel called the meeting to order at 2:00 pm as advertised.

**PRESENT:** Commissioners Randy L. Knowles- President and Dan G. Gunkel-Vice President (Via Phone conference) and Douglas B. Miller-Secretary.

**STAFF PRESENT:** Gwyn Miller-Director of HR & Business Services, Cynthia Bruce-Accounts Payable Clerk, Mark Pritchard-Operations Manager, Kevin Ricks-Generation and Assets Manager, Jeff Thayer- Materials Manager, Mike DeMott-Power Manager, and Luann Mata-Executive Assistant.

**GUESTS:** None

**MINUTES:** **MOTION** was made by Commissioner Gunkel to approve the December 12, 2017 meeting minutes. Motion carried.

**CLAIMS & PAYROLL:** Presented by Cynthia Bruce. 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 the 26<sup>th</sup> day of December, 2017.

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

- Accounts Payable Voucher numbers 111576 through 111714 in the total amount of \$2,944,625.35 and Wires, ACH and EFT numbers 8800843 through 8800854 in the total amount of \$1,072,802.41 for the period ending December 26, 2017; and
- Payroll Warrant number 43352 and ACH Direct Deposit Payroll transactions 9918715 through 9918794 in the total amount of \$184,919.19 for the payroll period ending December 10, 2017.

Motion carried.

**PUBLIC COMMENTS:** None

**AGENDA ITEMS**

**A. PRE-QUALIFICATION OF PROFESSIONAL SERVICES**

**CONSULTANTS:** **MOTION** was made by Commissioner Gunkel to approve the addition of Strata and National Information Solutions Cooperative and add them to the Professional Services Consultants Roster for the 2018 period.

**B. RNG PROJECT UPDATE:** Report submitted for review, not discussed during the meeting. Commissioner Gunkel asked if there is anything that is keeping Kevin up at night. Kevin's concerns surround Kobelco as they continue to resist the factory witness test and they are still stating that delivery will be impacted if witness testing is conducted on the compressors. We are working through these concerns. The concern with the construction portion is the significant unknown cost. Commissioner Gunkel would appreciate updates if anything else comes up. Commissioner Miller wanted clarification on three items within the report. First, under major equipment procurement the Candle Flare has been ordered, but the Candle Flare was put out for bid and no one chose to bid on this item. Staff responded that as there were no formal bids received, we then requested quotes from several companies, and the item was ordered via these

quotes. Second, under the Permitting section in the first bullet there were two dates listed, the 4<sup>th</sup> will be removed as it was a typo. Lastly under the Engineering section the Morrow change order has been evaluated by ES and they recommended approval. This change was discussed previously and was to fabricate interconnecting piping in the shop rather than on site as part of the construction contract as it was less costly overall.

**C. RESOLUTION 1753- Authorizing the General Manager to negotiate and enter into agreements with National Information Solutions Cooperative (NISC):** Commissioner Knowles asked about costs, they appeared to be very open ended. Discussion was that although costs were quoted to us, as NISC is a co-operative, they can change their rate structures annually. As a member, we would have a voting right associated with membership. However, their Board is made up of members of the co-op and they are also subject to those costs. For example, NISC invests about 30% of their annual revenues in innovations to their products and that is their decision to ensure the product continues to evolve so it serves the members well in the future. With that said they have not raised their rates in several years as they have controlled their new membership to grow at a sustainable and cost effective rate. **MOTION** was made by Commissioner Miller to adopt Resolution No. 1753, thereby authorizing Membership in the NISC for implementation of an enterprise software solution and ongoing support. Motion carried.

**REPORTS:**

**COMMISSIONER DOUG MILLER** – Commissioner Miller did not have a report.

**COMMISSIONER RANDY KNOWLES** – Commissioner Knowles did not have a report.

**COMMISSIONER DAN GUNKEL** – Commissioner Gunkel did not have a report.

**GENERAL MANAGER** – The complete report can be found at:  
[http://www.klickitatpud.com/topicalMenu/commissioners/GM\\_Reports.aspx](http://www.klickitatpud.com/topicalMenu/commissioners/GM_Reports.aspx)  
There were no additional items discussed.  
Report was accepted as presented.

**ADJOURNMENT** – There being no further business, the meeting adjourned at 2:26pm.

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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, 2018

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/s/  
Luann Mata, Executive Assistant