

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
January 5, 2021
TELECONFERENCE ONLY

Present: Curtis J. Knapp, President
Richard A. Larson, Vice President
Joseph B. Onley, Secretary

Staff Present: F. Colin Willenbrock, General Manager
Management/District Staff
Tyler Whitney, General Counsel & Assistant General Manager
Karen Willner, Clerk of the Board

Others: Sonya Scauftaire, Member of the Public
Gretchen Koenig, Member of the Public

The meeting was called to order at 8:30 a.m. by Curtis J. Knapp, President. A roll call was taken.

CONSENT AGENDA:

The minutes from the December 29, 2020 meeting and today's revised agenda were reviewed.

Vouchers audited certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been made available to the Board. As of this date, January 5, 2021, the Board, upon motion by Commissioner Onley and seconded by Commissioner Larson approved the following:

- The minutes of December 29, 2020 meeting and the revised agenda for January 5, 2021.
- Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 5251 through 5270 in the total amount of \$130,047.59; ACH payments in the total amount of \$278,847.13; and Wire Transfers in the total amount of \$7,883,911.49.

BOARD WORKSHOP:

Commissioner Knapp asked if Commissioners Onley or Larson had any topics for discussion. They did not have any topics.

Colin Willenbrock, District General Manager reported the District issued a press release regarding the Shell Energy transaction and that more information will be provided to the public. We went live on January 1 and it went well. Shell Energy staff would like to meet the Board and provide an update, possibly at the February 2 Board meeting. The District staff will have regularly scheduled meetings with the Shell Energy staff. Commissioner Knapp thanked the District's team for all their hard work

Mr. Willenbrock provided a COVID-19 update. We have decided to dial back on some things and have asked employees who are eligible to work from home to do so through January. The state extended the 80 hours of extended leave through March 1 for employees who haven't used it. We'll check to see if the District is eligible for the tax credit. Discussion was held.

He reported the American Public Power Association and Public Power Council notices of withdrawal were mailed.

He reported we're moving into our strategic planning season and this is an outstanding time for the Board to think through our strengths, weaknesses, opportunities and threats

for the next five years. Discussion was held regarding when the public can provide input and the format of the strategic planning sessions.

Sonya Scaufaire, member of the public reported that people are concerned that with PUD bringing in the Shell Energy deal this will increase our power rates. Mr. Willenbrock explained.

He provided a Ponderay Newsprint Company (PNC) site update. We should soon hear something on the real estate listing.

Commissioner Onley inquired about a high density load (HDL) industrial customer. Mr. Willenbrock reported one HDL customer has decided to close its business. Discussion was held.

SAFETY SPOTLIGHT:

Adam Wiltse, District Safety Manager reported we have received COVID-19 rapid tests. He explained we can use the tests to do targeted sampling of COVID-19 symptoms or in contact tracing. He is following the emergency health program and working with the Tri-County Health District. He explained the false positive rate of tests is negligible but the false negative rate is up to 20%.

Kevin Conway, District Director, Compliance, Engineering, Safety & Technology has been in touch with the Newport Hospital and we are between the phase 2 and 3 groups for getting the vaccinations and we are considered as being an essential business. The hospital will let us know. He reported Suzie Thompson, District Human Resources Manager has been in touch with Safeway to administer the vaccines and we are in one of the next groups.

CUSTOMER SPOTLIGHT:

Sarah Holderman, District Director, Treasury, Broadband & Strategic Planning reported customers are receiving scam notifications. She explained the District does not demand payment over the phone.

She reported a reminder for customers to keep their meters clear and accessible was published in the latest Customer Connect newsletter.

She reported we currently have a power outage due to trees on the line in the Deer Valley area.

She reported the fiber line extensions are almost caught up but we have two more requests that were submitted.

COMMISSION REPORT:

Commissioner Larson reported the North Pend Oreille County Chamber of Commerce meeting was canceled from last night and was moved to Monday.

Commissioner Knapp spoke with customers, staff, and Don Gronning from the Newport Miner. He noted the Energy Northwest executive board vacancy and reported he is working on the District's strategic plan and Governance policy.

COMMISSION BUSINESS:

Commissioner Larson will attend a virtual North Pend Oreille County Chamber of Commerce meeting on January 11, a virtual Washington Public Utility Districts Association (WPUDA) meeting on January 14 and a virtual Broadband Action Team meeting on January 14.

Commissioner Onley will attend the virtual WPUDA meetings on January 13 – 15.

Commissioner Knapp will attend the virtual WPUA meetings on January 13 – 15, will return phone calls to customers and work with Energy Northwest this week.

Discussion was held regarding the Board’s timesheet submittal process.

ACTION ITEMS:

- Damage Claim DC-227785. Tyler Whitney, District General Counsel & Assistant General Manager reported this claim was submitted to the Public Utility Risk Management Services (PURMS) insurance for review. A motion was made by Commissioner Larson and seconded by Commissioner Onley to approve the damage claim as to liability but turn it over to PURMS. The motion passed unanimously.
- Damage Claim DC-221954. Discussion was held. This item was tabled until the January 19 meeting.

BUSINESS FROM THE PUBLIC:

Gretchen Koenig, member of the public referenced the Ady Advantage Study and commented that she hasn’t seen the PUD’s name on the work plan and she inquired if the PUD felt it was worth doing a study. Mr. Willenbrock reported it was absolutely worth it. It gave us a substantial perspective on potential load growth in the county. Regarding the work plan and implementation, we knew the vast majority of the tasks would fall under the county or Economic Development Council and although we are not listed on the work plan we will be a member in participating in the discussions. He encouraged her to read the report again as it is very informative.

She asked Mr. Whitney if the RCWs that govern Washington PUDs authorize PUDs to recruit load. Mr. Whitney reminded Ms. Koenig that he could not provide her with legal advice or opinions.

Commissioner Knapp inquired if there was any further questions for staff. There were no questions. He announced that the Board would go into executive session to review the performance of a public employee, to last one hour, and once the executive session is over he will rejoin this meeting. He reported the next meeting is January 19 as a virtual one via Microsoft Teams.

Following a 9-minute break, the meeting resumed.

EXECUTIVE SESSION – REVIEW OF A PUBLIC EMPLOYEE:

A 1-hour executive session on a review of a public employee commenced at 10:15 a.m. The following were in attendance: the Board of Commissioners. The executive session adjourned at 11:23 a.m. The Board returned to open session. No final action was taken.

There being no further discussion to come before the Board, the meeting adjourned at 11:24 a.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form