

Minutes of
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY
March 1, 2022
VIRTUAL VIA ZOOM

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: 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 February 15, 2022 meeting, today's agenda, and the vouchers were reviewed.

As of this date, March 1, 2022, the Board, upon motion by Commissioner Larson and seconded by Commissioner Onley approved the following:

- The agenda for March 1, 2022 and the minutes of the February 15, 2022 meeting.
- 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. Payment of those vouchers, included in the list referred to above and further described as follows: Voucher Nos. 6650 through 6684 in the total amount of \$123,985.68; ACH payments in the total amount of \$1,528,814.16; Wire Transfers in the total amount of \$6,420,981.40; and ACH payroll transactions in the total amount of \$208,740.62 for the payroll ending February 15, 2022.

The motion passed unanimously.

BOARD WORKSHOP:

Commissioner Knapp asked if the commissioners had any topics for discussion. The commissioners did not have any discussion topics.

Colin Willenbrock, District General Manager provided a COVID-19 pandemic news update related to the expiration of masking and symptom check-in station mandates. We will follow the guidance of state and local officials. Discussion was held. Commissioner Knapp reported the March 15 meeting will be held virtually and the March 29 meeting will be held in-person at Box Canyon. Discussion was held regarding a future townhall meeting. The townhall meeting will be held this summer in mid-county.

Mr. Willenbrock provided an Allrise/Ponderay Industries update. We have brought on Electrical Consulting Incorporated to help project manage, particularly on the engineering side. Discussion was held.

He noted today's action item regarding the Energy West, LLC Contract extension and reported that Christopher McKey, Energy West Principal is assisting us in our system power supply which includes the Shell contract and in managing our Avista Balancing Agreement. We are proposing to extend the contract for one year. Discussion was held.

He will travel to Olympia next week for a special Northwest Open Access Network (NoaNet) meeting to discuss their strategic planning.

He reported we will be looking to extend our Town of Cusick Water Treatment Operator Assistance Agreement in June. There is a good working relationship between the Town of Cusick and the District. Discussion was held regarding certified training for a water system operator and a recent boil water advisory notice, which was lifted today. Tyler Whitney, District General Counsel & Assistant General Manager provided the boil water notice details.

SAFETY SPOTLIGHT:

Adam Wiltse, District Safety Manager provided a COVID-19 update and reported the rules and regulations are changing. There is new guidance from Labor & Industries on the masking mandate which is being lifted on March 12 and the symptom check-in stations with the screening questions are all being taken out. The 50% capacity and social distancing while at work are no longer in the new rules. We need to maintain our plan for infectious diseases and the isolation and quarantine rules still exist. Our policy will incorporate these new changes and will be presented to the Board for review and action.

CUSTOMER SPOTLIGHT:

Sarah Holderman, District Director, Treasury, Broadband & Strategic Planning reported that in February, Amber Gifford, District Communications, Contracts & Conservation Manager helped to advertise our Love in Service promotion. We had 11 customers who gave donations and we received total donations of over \$5,000.

She reported that we also gave out over \$3,000 in Neighbors in Need funds.

She provided an American Rescue Plan Act funding update and reported that 54 awards were given in February and we have funds remaining for an additional 50 awards.

Discussion was held regarding customer disconnects.

COMMISSION REPORT:

Commissioner Knapp attended the virtual Washington Public Utility Districts Association (WPUDA) meetings on February 16 – 18 and provided an overview. He had customer discussions regarding Allrise and he attended Energy Northwest meetings to discuss executive committee positions.

Mr. Whitney provided a Public Works Assistance Account diversion of funds update. The Board reported they are inclined to sign for opposing this funding.

Commissioner Larson attended a virtual NoaNet Board meeting on February 9 and provided an overview. He attended a virtual Tri-County Economic Development District (TEDD) meeting on February 23 and provided an overview.

Commissioner Onley attended a WPUDA PUD Day on the Hill luncheon on February 16 in Olympia and the WPUDA meetings on February 16 – 17 in Olympia and provided an overview.

Discussion was held on commissioner per diem for meetings.

COMMISSION BUSINESS:

- Pre-Approval of Commissioner Travel or Meeting Attendance for April. Commissioner Knapp will attend the PUD Board meetings on April 12 and 26 in Newport, the WPUDA meetings on April 13 – 15 in Marysville and the Energy Northwest meetings on April 26 – 28 in Tri-Cities. He reviewed his March meeting schedule and reported he will attend a Newport Rodeo Association banquet on March 5 in Priest River, an Energy Northwest executive board

election meeting on March 7, the virtual WPUDA meetings on March 16 - 17, the Energy Northwest meetings on March 23 – 25, and the March 29 Board meeting at Box Canyon. Commissioner Larson reviewed his March schedule and reported he will attend a virtual NoaNet Board meeting on March 9, a virtual Broadband Action Team (BAT) meeting on March 10, the virtual WPUDA meetings on March 17, a virtual TEDD meeting on March 23, and the March 29 Board meeting at Box Canyon. For the month of April, he will attend the PUD Board meetings on April 12 and 26 in Newport, a virtual North Pend Oreille Chamber of Commerce meeting on April 4, a virtual NoaNet Board meeting on April 13, a virtual BAT meeting on April 14, tentatively attend the virtual WPUDA meetings on April 14, and a virtual TEDD meeting on April 27. Commissioner Onley will attend the following March meetings: a Greater Newport Area Chamber of Commerce meeting tonight and the virtual WPUDA meetings on March 16 - 18. In April, he will attend the PUD Board meetings on April 12 and 26, a virtual Greater Newport Area Chamber of Commerce meeting on April 5 and the in-person WPUDA meetings on April 13 – 15. Commissioner Larson inquired about all the commissioners attending the April WPUDA meetings. Commissioner Knapp will tee this discussion up at the March 29 in-person meeting at Box Canyon.

A motion was made by Commissioner Larson and seconded by Commissioner Onley to approve the commissioner travel or meeting attendance for April as presented, but with more discussion to be held at the March 29 meeting. The motion passed unanimously.

Mr. Willenbrock reported that he spoke with Sue Mauro of the Historical Society regarding the Christmas tree lighting fund. He reported the \$3,000 that was raised was turned over to the tree lighting committee who are in talks about next year's Christmas tree lighting. Ms. Gifford will be our committee representative. He explained that we are always willing to help but we need to get an idea of what the community wants before we commit resources.

Following a 9-minute recess, the meeting resumed.

BUSINESS FROM THE PUBLIC:

Commissioner Knapp asked if there was any business from the public.

Gretchen Koenig, member of the public, inquired if April Owen, District Director, Audit, Finance & Power Supply was the District's representative for the Economic Development Council meetings. Mr. Willenbrock reported the District is not currently sending a representative and Ms. Owen had attended on her own behalf. Ms. Koenig inquired about power availability for small businesses if Allrise takes all 600MW of power. Mr. Willenbrock reported the PUD would ensure sufficient resources to supply all customers at non-discriminatory rates.

ACTION ITEMS:

- Energy West, LLC Contract Extension. Mr. Whitney reported this is the fourth amendment to the contract and we are proposing a one-year extension. A motion was made by Commissioner Larson and seconded by Commissioner Onley to extend the contract for one year. The motion passed unanimously.
- Ratification of the Third Amendment to the Electric Service Agreement (ESA) with Ponderay Real Estate. Mr. Whitney reported this is to extend the agreement with the customer for 5.5MW for March. A motion was made by Commissioner Onley and seconded by Commissioner Larson to approve the ESA for the month of March. The motion passed unanimously.

Commissioner Knapp announced a 90-minute executive session on pending and/or potential litigation to begin at 10:20 a.m. with Tyler Whitney, General Counsel present. If the executive session needs to be extended, he will rejoin this open session to publicly announce an extension. Following the executive session he and/or the Board will rejoin

the open session to take any action or to adjourn the meeting. No action will be taken during the executive session. The next meeting is on March 15, being held via virtual platform.

EXECUTIVE SESSION – PENDING AND/OR POTENTIAL LITIGATION:

A 90-minute executive session on pending and/or potential litigation commenced at 10:20 a.m. The following were in attendance: Board of Commissioners; Colin Willenbrock, General Manager; Tyler Whitney, General Counsel & Assistant General Manager; and Sarah Holderman, Director, Treasury, Broadband & Strategic Planning. The executive session adjourned at 11:35 a.m. The Board returned to open session. No final action was taken.

Commissioner Knapp reported the next meeting is March 15, via virtual platform.

There being no further discussion to come before the Board, the meeting adjourned at 11:38 a.m.

President

ATTEST:

Secretary

General Counsel
Approved as to Form