

Minutes of  
PUBLIC UTILITY DISTRICT NO. 1 OF PEND OREILLE COUNTY  
April 15, 2025  
NEWPORT CONFERENCE ROOM, NEWPORT, WA AND  
VIRTUAL VIA MICROSOFT TEAMS

Present: Dave Rick, President  
Curtis J. Knapp, Vice President  
Troy J. Moody, Secretary

Staff Present: Chris Jones, Interim General Manager  
Management/District Staff  
Karen Willner, Clerk of the Board

Others: Gretchen Koenig, Member of the Public  
Tyler Whitney, Cable Huston, LLP, virtual

The meeting was called to order at 8:30 a.m. by Commissioner Dave Rick, President.

APPROVAL OF CONSENT AGENDA:

The minutes from the April 1, 2025 meeting, today's agenda, and the vouchers were reviewed.

As of this date, April 15, 2025, the Board, upon motion by Commissioner Knapp and seconded by Commissioner Moody approved the following:

- The agenda for April 15, 2025 meeting, and the minutes of the April 1, 2025 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. 10357 through 10379 in the total amount of \$208,491.18; ACH payments in the total amount of \$1,022,292.80; Wire transfers in the total amount of \$5,852.25; and ACH payroll transactions in the total amount of \$304,805.34 for the payroll ending March 31, 2025.

The motion passed unanimously.

INTERIM GENERAL MANAGER REPORT:

Chris Jones, District Interim General Manager, had an introductory meeting with Energy West on April 10 in Spokane and reported it was an educational opportunity to learn

more about public power. He referenced a US Energy news article for predicted national power usage in 2025 – 2026 and reported there will be power growth changes coming due to Artificial Intelligence, crypto and electric vehicles. Discussion was held on Small Module Reactors (SMR).

He reported the county road restrictions in the south county were lifted but some road restrictions remain in the north county.

He reported there are high winds expected for tomorrow and we could experience some outages.

#### MANAGEMENT REPORT:

##### Katie Pfitzer, Safety Manager:

She thanked Commissioners Knapp and Moody for attending the District Safety De-Escalation Training on April 10. She asked if there were any questions and provided an overview of the training. She received staff feedback that they want more training, including active shooter. Commissioner Moody reported that he learned a lot and thanked Ms. Pfitzer for having the training. Commissioner Knapp reported that it was great to have the whole team together. Mr. Jones reported it was helpful for staff who work in the field to know that our customer service representatives have encounters with upset customers too. Discussion was held.

##### Sarah Holderman, Director of Customer Services:

She reported another shipment of Aclara meters should be arriving soon and we will bring the contractor back to finish installing the meters. Approximately 90% of residential meters are installed. Ben Huntley, District Serviceman II, is doing an audit of our larger instrument rated meters and will be installing those meters over the next several months. Shannon Johnston, District Customer Service Supervisor, mailed letters to customers interested in the Advanced Meter Opt-Out Program.

She reported we are going back to printed Customer Connect newsletters which will go out with the April bills. NISC will print the newsletters along with the bills.

She reported staff has been having Nash Consulting Leadership training every other week on Tuesday's and Wednesday's. We are discussing key takeaways and bringing that information back to our staff. The training is geared towards improving the areas that were discovered in our Employee Engagement Survey.

She provided a pole attachment presentation and reported these rates are regulated by the Revised Code of Washington (RCW) and reviewed annually. She reported the calculation methodology which takes the average of two cost allocations of usable space and support and clearance space on the pole. A recommendation will be brought to the Board and a public rate hearing will be held on May 6 with potential approval on May 20 or June 3

and notices will be sent to the companies attached to our poles by July 1. Discussion was held.

BUSINESS FROM THE PUBLIC/OPEN COMMENT PERIOD:

Commissioner Rick asked if there was any business or comments from the public.

Gretchen Koenig, member of the public, congratulated the District for going back to printed Customer Connect newsletters. She referenced the small module nuclear reactors that produce waste and inquired what provisions for recovery, recycling, and disposal fall on the District. Mr. Jones reported that Pend Oreille PUD is not looking at any small module nuclear reactors in the near future. Discussion was held.

Commissioner Rick thanked everyone for attending and for their comments.

Following a short recess, the meeting resumed.

MANAGEMENT REPORT (continued):

April Owen, Director of Finance:

She provided a refresher Financial Policies - Metrics presentation. She reviewed our Days Cash on Hand, Debt Service Coverage, and Debt Ratio metrics and what the 2023 and 2024 results were compared to our targets. She will report periodically on how we expect those metrics to trend over the next 10 years.

John Bricher, Finance Manager:

He reported that Olga Darlington, Moss Adams will virtually present our financial audit results at the April 29 meeting.

He reported we will hear from the State regarding our State Accountability Audit in a couple of months. Discussion was held on the differences between the Moss Adams audit and State Accountability Audit.

Angie Hall, Regulatory Compliance Manager:

She reported that we received an audit notification from the Western Electricity Coordinating Council, our electric regulating authority over the District. The self-certification audit is for 2024 and consists of facility interconnection standards and frequency voltage settings. We submitted our responses on March 31 and they are currently under review. Mr. Jones commended Ms. Hall for her work in protecting the District.

Suzie Wrbelis, Director of Administrative Services:

She provided an overview of our Summer Student Program and reported that staff is collecting applications. She explained that students need to be enrolled in college or a trade school to be eligible for the program. This year we have 11 job openings and have received 13 applications. Commissioner Knapp reported this is a great program. Ms. Wrbelis reviewed the application and hiring process. Discussion was held.

Mr. Jones provided a production update for Bryant Kramer, Director of Power Production, who was attending a meeting. He reported the Metaline Falls Water System pipe replacement project has been completed and the town is on the new water line. Welch Comer is engineering the process for filling in the hole and then they and we will work with Versatile Industries to complete the project.

He reported the gantry crane project is complete. During testing they found that the tracks are straight but when the trucks were put on the tracks, the drive controls weren't operating correctly for speed. This could be the reason why we lost bearings. More to come.

He reported Mike Schleich, District Engineering Manager, and Stacie Maier, District Director of Engineering and Operations, are attending a Northwest Public Power Association Engineering and Operations Conference this week in Spokane. They are also working on studies regarding the outage we had on the Diamond Lake to Bare Mountain transmission line.

#### Ben Hall, Energy Resources Manager:

He is meeting with the Bonneville Power Administration (BPA) today on our long-term BPA Contract and will report at the April 29 Board meeting.

He reported the Trump Administration issued an Executive Order titled Protecting American Energy From State Overreach. The President is directing State Attorneys General to look at climate change, carbon or greenhouse gas emissions, and carbon energy and may impact Washington State energy programs.

#### ACTION ITEM:

- Approval of Electrical Consultants, Inc. Contract No. 20-024 Task Order No. 13. Mr. Jones reported the original professional services contract amount was for \$150,000 but we have more engineering projects and coordination studies that need to be done - wildfire mitigation breaker settings for outage coordination studies. Discussion was held. Ms. Holderman reported this was a budgeted item but due to the additional projects this vendor will exceed Mr. Jones's \$150,000 contract approval limit, and therefore needs approval from the Board. A motion was made by Commissioner Moody and seconded by Commissioner Knapp to approve the Contract No. 20-024 Task Order No. 13 as presented by staff. The motion passed unanimously.

### COMMISSION REPORT:

Commissioner Knapp attended an Energy Northwest Emory Executive Education Training on March 31 – April 3 in Atlanta and reported that he passed the training. He provided an overview that included training on succession planning – hiring and keeping good employees, safety, Board governance, focus on community, and work family relationships. He attended a virtual Pacific Northwest Utilities Conference Committee meeting on April 4 and the District’s Safety De-Escalation training on April 10.

Commissioner Moody attended the District’s Safety De-Escalation training on April 10 and thanked staff for providing the training.

Commissioner Rick noted a customer appreciation email about Tanner Williams, District Serviceman I, for his positive customer interaction.

### COMMISSION BUSINESS:

Commissioner Knapp will attend Energy Northwest Board meetings tomorrow and Thursday in Pasco.

Commissioners Moody and Rick will attend the Washington Public Utility Districts Association Annual Conference on April 23 – 25 in Ridgefield.

Commissioner Knapp suggested scheduling a BPA Munro Control Center tour in Mead.

Commissioner Rick announced that following a short recess, a 30-minute executive session for pending and/or potential litigation will begin at 10:30 a.m. in the Riverbend Conference Room. If the executive session needs to be extended he will rejoin the open session to publicly announce an extension. No final action will be taken during the executive session. Following the executive session, he and the Board will rejoin the open session to resume or adjourn the meeting. He reported the next meeting will be held on Tuesday, April 29 at 8:30 a.m., at the Box Canyon Dam, in Ione and via Microsoft Teams.

### EXECUTIVE SESSION – PENDING AND/OR POTENTIAL LITIGATION:

A 30-minute executive session for pending and/or potential litigation commenced at 10:30 a.m. The following were in attendance: Board of Commissioners; Chris Jones, Interim General Manager; April Owen, Director of Finance; Sarah Holderman, Director of Customer Services; and Tyler Whitney, Cable Huston, LLP, virtual. The executive session ended at 11:02 a.m. and the Board returned to open session. No final action was taken during the executive session.

Commissioner Rick asked if there was any other business for the good of the order. There was none.

He reported the next regular meeting is scheduled for Tuesday, April 29, 2025, starting at 8:30 a.m., at Box Canyon Dam, in Ione and via Microsoft Teams. He adjourned the meeting at 11:03 a.m.

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President

ATTEST:

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Secretary

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General Counsel  
Approved as to Form