

# Minutes of the Regular Commission Meeting of Public Utility District No. 1 of Chelan County, Washington April 17, 2023

The regular meeting of the Commission, of Public Utility District No. 1 of Chelan County, Washington, was held in the office of the District, 327 N. Wenatchee Avenue, Wenatchee, Washington, on April 17, 2023, at the hour of 10:00 am, pursuant to proper notice thereof.

**Commissioners present:** Randy Smith, President  
Kelly Allen  
Garry Arseneault  
Carnan Bergren  
Steve McKenna

**Staff present:** Kirk Hudson, General Manager  
Erik Wahlquist, General Counsel  
Rebekah Neumann, Clerk of the Board  
Various staff

**Guests present:** Kalie Worthen, Laura Gloria

## **Call to Order**

- President Smith called the meeting to order at 10:00am

## **Pledge of Allegiance and Safety/HPI Minute**

- Dave Parkhill, Senior Safety & Health Coordinator, led the pledge and provided information on navigating roundabouts

## **Agenda**

- Resolutions 9, 10 and Motion 11 were moved to the consent agenda; the agenda was approved as revised

## **Quarterly Board Balanced Scorecard Update**

(see Chelan PUD website for presentation)

- Commissioner Smith noted that the metrics will be reviewed for potential revision at the upcoming board governance workshop

## **Public Power Benefit 2023 Program Review**

(see Chelan PUD website for presentation)

- Felicity Saberhagen, Business Manager, provided an updated on the Public Power Benefit (PPB) program
- Reviewed benefits and 2023-2024 funding and allocations
- Recommended three projects for additional funding: Service Center loop trail extension, Dryden Wastewater, and Wenatchee Riverfront Park enhancements
- Next steps include considering projects for 2024 allocation with an update included in 2024 business planning materials and reevaluating the PPB program during the next strategic planning cycle
- Entiat Museum request will be addressed through an update to our agreement with the City of Entiat

- A pilot project for battery storage in Stehekin was discussed for potential funding in 2024
- Want to build the program so that staff are not implementing projects in addition to other work
- Commissioners gave a head nod of approval for the program

### **Consent Agenda**

(see Chelan PUD website for resolutions)

President Smith presented the consent agenda, which included the following items:

- Minutes of the April 3, 2023 Regular Meeting
- Vouchers: Accounts Payable Summary Report dated April 11, 2023:
  - Vouchers totaling \$7,595,507.65;
  - Approval of Customer Deposit Returns and Conservation Incentive payments for the period March 29, 2023 through April 10, 2023 in the amount of \$76,832.34.
  - Approval of the net Payroll, Warrant Nos. 238113 through 238127 and Advice Nos. 753369 through 754174 for the pay period ending March 26, 2023 in the amount of \$2,420,163.78.
  - Approval of Warrant Nos. 29423 through 29504 totaling \$13,663.70 for claim payments from the workers' compensation self-insurance fund for the period ending April 10, 2023.
  - Approval of Parks Reservation System customer refunds for the period March 25, 2023 through April 10, 2023 in the amount of \$910.00.
- Resolution 9. A RESOLUTION DECLARING THAT NO BIDS WERE RECEIVED FOR ROCKY REACH UNITS C1 THROUGH C7 THRUST BEARING OIL COOLERS (BID NO. 22-12576) AND AUTHORIZING THE ROCKY REACH UNITS C1 THROUGH C7 THRUST BEARING OIL COOLERS BE OBTAINED BY NEGOTIATION
- Resolution 10. A RESOLUTION AUTHORIZING ADDITIONAL FUNDS FOR SERVICE AGREEMENTS 04-03 AND 17-134 WITH OPEN ACCESS TECHNOLOGY INTERNATIONAL, INC. (OATI) OF MINNEAPOLIS, MINNESOTA FOR WEBTRADER AND WEBACCOUNTING SERVICES
- Motion 11. To establish a Total Project Budget and 2023 current year budget in the amount of \$701,000 for Water System AMR Replacement capital project; and to decrease the 2023 budget for the Water Meters project (WRXX0006) by \$414,000, the Upper Skyline Tank Replacement project (WR230002) by \$75,000, and the Maple Water Main Tie (WR220002) by \$212,000 to result in no net change to the overall 2023 Water System approved capital budget

MOTION

Moved by: Commissioner Allen

Seconded by: Commissioner Arseneault

To approve the consent agenda as revised to include Resolutions 9, 10, and Motion 11

Approved: Unanimously

### **Resolution 8**

(see Chelan PUD website for resolutions)

- David Lodge, Project Management Manager, presented Resolution 8
- Resolution 8. A RESOLUTION RATIFYING FIELD WORK ORDER/CHANGE ORDER NO. 25 AND FURTHER APPROVING FIELD WORK ORDER/CHANGE ORDER NO. 26 FOR THE SERVICE CENTER PROJECT WITH ABSHER CONSTRUCTION COMPANY OF PUYALLUP, WA FOR CONSTRUCTION OF THE SERVICE CENTER PROJECT PURSUANT TO GENERAL CONTRACTOR/CONSTRUCTION MANAGER (GC/CM) CONTRACT NO. 18-91

MOTION

Moved by: Commissioner McKenna

Seconded by: Commissioner Bergren

To approve Resolution 8 as presented

Approved: Unanimously

**Manager Items**

- Lindsey Mohns, Customer Utilities Business Manager, reviewed proposed temporary public hours for Customer Relations staff to support training due to significant changes in the billing system
  - Proposed hours are Monday, Tuesday, Thursday, Friday 8:00am to 5:00pm
  - Wednesday has the lowest traffic and the lobby will remain open for access to other departments
  - Adjusted hours would begin in May; plan to resume regular hours in October
- Kirk Hudson, General Manager, gave a reminder for the Strategy Partners meeting on Friday, April 21 @ 1:00-2:30pm at the Confluence Technology Center

**Commissioner Items**

- Special Meetings
  - MOTION
  - Moved by: Commissioner Arseneault
  - Seconded by: Commissioner Allen
  - To set the following special meetings:
    - On Friday, April 28 @ 9:00am at Confluence Technology Center, 285 Technology Center Way, Wenatchee, for the purpose of holding a Board Governance Workshop
    - On Tuesday, May 16, 2023 @ 1:00pm at Confluence Technology Center, 285 Technology Center Way, Wenatchee, for the purpose of holding a Tri-Commission meeting
  - Approved: Unanimously
- Commissioner McKenna recognized Commissioner Arseneault who recently completed his one-year term as Washington PUD Association (WPUDA) President; appreciate all the time and effort Commissioner Arseneault put in to visiting all the PUDs in the state in this role
- Commissioners Bergren and Allen will tour the Lake Chelan Hospital tomorrow

**Follow up on Delegation of Action Items from 4/3/23/23 Board meeting**

- Andy Wendell will provide information on planning thresholds for water and wastewater

**Delegation of Action Items**

- Staff will consider the Stehekin battery project for future Public Power Benefit funding

**Executive Session**

President Smith convened an executive session at approximately 11:00am to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause the likelihood of decreased price, as authorized by RCW 42.30.110(1)(c) and to review the performance of a public employee, as authorized by RCW 42.30.110(1)(g) for approximately 90 minutes.

**Regular Session Reconvened at 12:25pm**

President Smith stated no votes were taken and no decisions were made during Executive Session

There being no other business, the meeting adjourned at 12:25pm

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President

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Vice President

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Secretary

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Commissioner

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Commissioner