

**REGULAR MEETING OF PACIFIC COUNTY PUD COMMISSIONERS HELD
Tuesday March 15, 2022**

The Board of Commissioners of Public Utility District No. 2 of Pacific County, Washington met in regular session at the PUD Auditorium in Long Beach, WA at the hour of 1:00 P.M. Present were Commissioners Anderson, Oakes and Hickey, General Manager Dunsmoor, Administrative Secretary/Treasurer Kayla Calabrese, Chief of Engineering & Operations Craig Kalich, Power Resource Manager Humaira Falkenberg, POC Operations Manager Jim Hilbert, Auditor Angie Enlow, Finance Manager Renae Powell, and Customer Service Manager Mark Hatfield.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA:

Motion made by Commissioner Hickey, seconded by Commissioner Anderson, and passed approving the consent agenda and listed:

1	Minutes from the previous meeting		
2	Electronic Payments	\$1,523,656.14	
3	Miscellaneous Checks Issue		
4	Payroll	\$141,139.48	5669-5725
5	Prepays	\$12,087.74	5737-5739, 208052-208055
6	Vouchers (Including Direct Deposit)	\$536,304.53	5740-5764, 208056-208103

ITEMS FROM THE PUBLIC NOT ON THE AGENDA NONE

CORRESPONDENCE

Informational material was received from the following: American Public Power Association, Northwest Public Power Association, Washington PUD Association, NewsData Corporation, Columbia Basin Bulletin, Bonneville Power Administration, and Public Power Council.

MANAGER’S REPORT

- The District has hired a 4th step Apprentice Lineman, Jack Odneal for the Peninsula Operations Center. The District’s Apprenticeship Committee has also submitted a request to the Department of L&I to allow for an additional apprentice at the Willapa Operations Center to prepare for future retirements.
- The USDA ReConnect Grant Application was submitted on March 8th but does not have a date for award notification. The next application process will be for the second round of the Washington State Broadband Office grants. The District also provided a letter of support to the Shoalwater Bay Tribe for an access road to their upland development which is part of the NTIA Tribal Broadband application.
- Each year the District calculates the shared employee costs for health & welfare. The new cost, effective April 1, 2022 reflects a 9.71% decrease in comparison to the 7.77% decrease in 2021

and a total decrease in annual cost of 17.48% over the last two years for the District and employees.

- The final telecom inventory was posted on November 1 with a net adjusted amount of .05%, eight times less than last year.
- The final electric inventory was posted in January with a net adjusted amount of .21% which is below last year's amount.
- The District has ordered a new Ditch Witch Directional Boring Machine for the WOC as approved by the Board in the 2022 budget. Staff is also working with Altec on getting a bucket truck that would be customized for the District and provided to the POC.
- The Spring Newsletter has been sent out for quotes, will be in production, and sent out to customers as soon as it is received.
- The District connected 257 new customers in 2021, 192 out of the POC and 65 out of the WOC. This is an increase from 2020's 215 new connections.
- The District has found that return envelopes are no longer readily available to order and provide to customers. The District encourages customers to use paperless billing and now must decide to continue or discontinue providing the envelopes. The Board agrees that it would be okay to discontinue them and provide them at front offices for those who request them.
- General Manager Dunsmoor reported on:
 - Meetings held over the last two weeks; and
 - Upcoming meetings scheduled for the next three weeks.

AGENDA ITEMS

Motion made by Commissioner Anderson, seconded by Commissioner Hickey, and passed authorizing the District to enter into the listed Contracts for Service Extensions with:

Alan & Lisa Ashley	Debbie Bounds	Fred Hansen	Vicki Whitemarsh
Thomas Beavers	Timothy Steeper	Tom & Susan Pankow	Milky Kohno

The second of two public hearings was held, beginning at 1:39 pm and ending at 1:46, presented by General Manager Dunsmoor regarding various policies, the fee schedule and rates.

Motion made by Commissioner Hickey, seconded by Commissioner Anderson, and passed adopting Resolution No. 1452, A Resolution Adopting an Electronic Signature Policy.

Motion made by Commissioner Anderson, seconded by Commissioner Hickey, and passed adopting Resolution No. 1453, A Resolution Adopting a Cyber Security and Technology Use Policy.

Motion made by Commissioner Hickey, seconded by Commissioner Anderson, and passed adopting Resolution No. 1454, A Resolution Adopting an Automatic Meter Technology Opt-Out Policy and Associated Additions to the Fee Schedule.

Motion made by Commissioner Anderson, seconded by Commissioner Hickey, and passed adopting Resolution No. 1455, A Resolution Adopting Revisions to the Purchasing and Formal Bid Policy.

Motion made by Commissioner Hickey, seconded by Commissioner Anderson, and passed adopting Resolution No. 1456, A Resolution Revising the Existing Rates and Charges for the Sale of Electric Energy.

Motion made by Commissioner Anderson, seconded by Commissioner Hickey, and passed authorizing General Manager Dunsmoor to enter into the Net Energy Metering Interconnection Agreement with James Cox.

OTHER BUSINESS NONE

COMMISSIONER'S REPORT

Commissioner Hickey held a discussion regarding a customer project and City of Ilwaco permitting with Craig Kalich.

Commissioners Anderson discussed national utility shortages.

ITEMS FROM THE PUBLIC NOT ON THE AGENDA NONE

The Board entered an Executive Session, expected to last fifteen minutes regarding the Performance of a Public Employee with no action anticipated after returning to Open Session. The Executive Session began at 2:10 PM. The Board returned to open session at 2:25 and requested ten more minutes. The Board returned to open session at 2:35 and announced that General Manager Dunsmoor had presented them with a letter of intent to retire at the end of the year. There being no further business the meeting was adjourned at 2:35 PM.