

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING  
OF KITTITAS COUNTY PUD NO.1  
March 30, 2021**

The meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Joe O'Leary at 1:00 P.M.

Roll Call:

Joe O'Leary, President  
Shan Rowbotham, Vice President  
Rick Catlin, Secretary

Staff Present:

Matt Boast, General Manager  
Genine Pratt, Finance Manger  
Perry Wood, Operations Manager: 3:22pm – 3:39 pm  
MaryDawn Buntin, Customer Service Supervisor via Microsoft Teams  
Ken Edwards, Engineering Supervisor via Microsoft Teams

Guests Present:

None

**Approval of Agenda**

MOTION: Commissioner Rowbotham motioned to approve the agenda  
SECOND: Commissioner Catlin seconded  
VOTE: 3-0 Approved

**Public Comment:**

None

**Consent Agenda**

MOTION: Commissioner Rowbotham motioned to approve the consent agenda  
SECOND: Commissioner O'Leary seconded.  
VOTE: 3-0 Approved

- 2021 02-23 Workshop & Regular Board Meeting Minutes
- 2021 03-19 Special Board Meeting Minutes
- Voucher Approval February
- Resolution No 1097 – Cancel Wire Transfer

**Finance Report**

FM Pratt presented the following topics for discussion.

- Financial narrative
- 2020 Transportation Report
- February 2020 Consumer Sales Report
- February 2021 Top Consumers Report
- February 2021 Delinquency Activity Report

Customer Service Report  
Customer Service Supervisor Buntin

**NEW BUSINESS:**

**Resolution 1096 – Surplus Property**

MOTION: Commissioner O’Leary motioned to approve Resolution 1096 as presented

SECOND: Commissioner Rowbotham seconded

VOTE: 3-0 Approved

**Resolution 1098 – Adoption of 2021 Allocation**

MOTION: Commissioner Rowbotham motioned to approve Resolution 1098 as presented

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

**Resolution 1099 – Line Extension Variance 2020**

MOTION: Commissioner Rowbotham motioned to approve Resolution 1099 as presented

SECOND: Commissioner Catlin seconded

VOTE: 3-0

**Resolution 1100 – Inventory Variance 2020**

MOTION: Commissioner O’Leary motioned to approve Resolution 1100 as presented

SECOND: Commissioner Rowbotham seconded

VOTE: 3-0

**Resolution 1101 – GM 2021 Employment Contract**

MOTION: Commissioner Rowbotham motioned to approve Resolution 1101 with Exhibit A attached

SECOND: Commissioner Catlin seconded

VOTE: 3-0

**Operations Report**

OM Wood presented the following topics for discussion.

- March Operations Report
- Jan – Feb Incident Report

**OLD BUSINESS:**

None

**OTHER BUSINESS AND SPECIAL REQUESTS:**

- Telecom – discussed at length, TABLED
- GM Boast to prepare a letter to County Commissioners regarding election costs

**Engineering Report**

Engineering Supervisor Edwards presented the report

**Manager’s Report**

GM Boast presented the report

**Commissioners Reports:**

Commissioner Rowbotham WPAG 2/24/2021 Meeting Summary  
Commissioner O’Leary WPUA Meeting Summary

**Future Planning:**

Regular Board Meeting on Tuesday, April 27 at 1pm – Building B and Virtual

**Executive Session:**

None

Meeting adjourned at 4:31 P.M.

*Joe O’Leary*

Joe O’Leary (Apr 29, 2021 11:32 PDT)

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Joe O’Leary, President

*Rick Catlin*

Rick Catlin (Apr 30, 2021 07:09 PDT)

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Rick Catlin, Secretary

*Shan*

Shan Rowbotham (Apr 29, 2021 15:12 PDT)

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Shan Rowbotham, Vice President












# 2021 03-30 Regular Board Meeting Minutes

Final Audit Report

2021-04-30

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By:	Rachael McDaniel (rachael.mcdaniel@kittitaspud.com)
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