

**MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING  
OF KITTITAS COUNTY PUD NO.1  
July 27, 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. The “in-person” meeting included a virtual link via Microsoft Teams.

Roll Call:

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

Staff Present:

Matt Boast, General Manager  
Rachael McDaniel, Executive Assistant  
Ken Edwards, Engineering Supervisor  
Perry Wood, Operations Manager  
Genine Pratt, Finance Manager  
MaryDawn Buntin, Customer Service Supervisor  
Brandon Shields, Customer Service Representative – via Microsoft Teams  
Kelly Carlson, Customer Service Representative – via Microsoft Teams

Guests Present:

Tyler Krutzfeldt  
Al Sharp  
Pat Kelleher  
Ryan Knudson  
Renee Kraft  
Shelby Hageman – via Microsoft Teams  
Mike Decoria – via Microsoft Teams  
Russ Schneider

**Approval of Agenda**

MOTION: Commissioner Rowbotham motioned to approve the agenda as amended

- Addition of Resolution 1112 To Award the Bid for Single-Phase Voltage Regulators
- Amended 2021 07-20 Workshop Minutes

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

**Public Comment:**

- Tyler Krutzfeldt presented electric semi charging station proposal
- Pat Kelleher requested meetings be recorded. He encouraged the board not to pursue any rural broadband actions or funding. He requested more information regarding the recent fire discussed during the 6-29 Board meeting.

**Consent Agenda:**

MOTION: Commissioner Rowbotham motioned to approve

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

- June Voucher Approval
- 2021 06-29 Regular Board Meeting Minutes
- 2021 07-20 Workshop Minutes - Amended

**Finance Report:**

Mike Decoria presented Kittitas PUD's Financial Audit Report virtually, followed by a motion of the Board to accept the financial statements.

MOTION: Commissioner O'Leary motioned to approve

SECOND: Commissioner Rowbotham seconded

VOTE: 3-0 Approved

FM Pratt presented the following topics for discussion.

- July 2021 Financial Narrative
- June 2021 Top Consumers Report
- June 2021 Delinquency Activity Report
- June 2021 Consumer Sales Report
- June 2020 Consumer Sales Report

**June Customer Service Report**

Customer Service Supervisor Buntin presented

**Old Business:**

Diligent – Board Effects Board Packet Creator

- Service will be cancelled per general consensus

**Resolution No. 1107 – Adoption of Industrial Claims Management Plan (Light Duty Policy)**

MOTION: Commissioner Rowbotham motioned to approve

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

Russ Schneider presented Kittitas PUD COSA proposal

**Resolution No. 1110 – Amendment to the Line Extension Policy**

MOTION: Commissioner Rowbotham motioned to approve as amended

SECOND: Commissioner Catlin seconded

VOTE: 3-0 Approved

**New Business**

2021 Pole Contacts Rate Calculation

**Resolution No. 1111 – Adoption of Low-Income Energy Assistance Program**

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

**Resolution No. 1112 – Award the Bid for Single-Phase Voltage Regulators**

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

**Other Business:**

None

**Operations Report:**

GM Boast presented

- June Operations Report
- Year to Date Incident Reports

**Engineering Report:**

Engineering Supervisor Edwards presented

- June Engineering Report
- Reliability Report

**Manager's Report:**

GM Boast presented

**Commissioner's Report:**

None

**Future Planning:**

**Special Meeting - 9am August 17, 2021**

- COSA Discussion
- Award Transformers & Pole Bids
- Line Extension Estimates Discussion

**Regular Board Meeting - 1pm August 31, 2021**

**September 16, 2021 – WPAG, Terry Mundorf**

Commissioner O'Leary adjourned the meeting at 5:16 pm.

*JOE O'LEARY*  
[JOE O'LEARY \(Sep 1, 2021 17:38 PDT\)](#)

Joe O'Leary, President

*Rick Catlin*  
[Rick Catlin \(Sep 12, 2021 08:10 PDT\)](#)

Rick Catlin, Secretary

*Shan*  
[Shan Rowbotham \(Sep 2, 2021 21:26 PDT\)](#)

Shan Rowbotham, Vice President











# 2021 07-27 Regular Board Meeting Minutes - MB edits

Final Audit Report

2021-09-12

Created:	2021-09-01
By:	Rachael McDaniel (rachael.mcdaniel@kittitaspud.com)
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