

Minutes of Regular Board Meeting January 16, 2013

A regular meeting of the Board of Directors of the Central Lincoln People's Utility District was held at the Newport office on Wednesday, January 16, 2013 at 8:45 a.m. PST. President Benfield called the meeting to order and asked that the roll be called.

Members present: Curt Abbott
Ron Benfield
Larkin Kaliher
Judy Matheny
Tom Tymchuk

Others present: Paul Davies, General Manager
Brian Barth, Accounting & Finance Manager
Julie Brown, Executive Assistant
Wade Carey, Energy Services Administrator
Chris Chandler, Communication, Community & Economic Development Manager
Dennis Hinton, Customer Service and Energy Services Manager
Bruce Lovelin, Chief Engineer & Systems Engineering Manager
Gary Nieborsky, Distribution Engineering and Operations Manager
Steve Uerlings, President, Barker Uerlings Insurance
Michael G. Hoyt, CIC Barker Uerlings Insurance
Dana Jenkins, Lincoln County Clerk

Oaths of Office

The Oaths of Office were administered by Lincoln County Clerk Dana Jenkins to the newly elected Directors, Mr. Curt Abbott, and Mrs. Judy Matheny.

Mr. Jenkins left the meeting at this time.

Election of Officers

President Benfield declared that as this was the first meeting of 2013, it was customary to elect new officers for the coming year. He asked for nominations. Mr. Tymchuk nominated Mr. Abbott for President; Mrs. Matheny; Vice President; Mr. Kaliher; Secretary and Mr. Tymchuk Treasurer. Discussion was held and the following motion was made:

Motion: Mr. Tymchuk moved and Mr. Kaliher seconded that Mr. Abbott be President, Mrs. Matheny Vice President, Mr. Kaliher Secretary and Mr. Tymchuk, Treasurer. Aye: Matheny, Abbott, Tymchuk, Kaliher, Benfield.

The meeting continued with Mr. Abbott serving as President. Mr. Abbott declared that as newly elected President he was appointing Mr. Benfield to continue in his role as facilitator for the recruitment firm of Mycroft, Frye & Prouse.

Executive Session

9:00 a.m.

President Abbott adjourned the regular meeting and convened to an executive session

1/16/2013

in accordance with: ORS 192.660(2)(a) "A governing body may hold an executive session to consider the employment of a public officer, employee, staff member or individual agent, if the body has satisfied certain prerequisites."

The board then held a video conference with Ms. Lanie Prouse of the recruitment firm of Mycroft, Frye & Prouse.

Mr. Abbott adjourned the executive session and reconvened to the regular meeting at 10:15 a.m.

Consent Agenda

The Board took action to approve the following Consent Agenda items as presented:

- a) Minutes of December 19, 2012 Regular Board Meeting;
- b) Vouchers for December, 2012;
- c) Uncollectibles for December, 2012;
- d) Directors' Cash Report dated January 16, 2012

Communication & Counsel to the Board, pg. 8 **Updated Resolutions**

Mr. Davies noted that the annual updated version of Central Lincoln's Resolutions for 2012 have been provided to the board per Governance Policy, *Communication and Counsel to the Board*, pg. 8.

Board Meeting Dates and Locations

Discussion was held concerning the dates and locations of Board meetings for 2013. The following schedule was selected:

February 20 th	Newport office
March 20 th	Newport office
April 17 th	Depoe Bay
May 15 th	Newport
June 26 th	Yachats - Employee Forum
July 17 th	Florence
August 21 st	Toledo
Sept. 18 th	Newport
Oct. 16 th	Reedsport - Customer Forum
Nov. 20 th	Newport
Dec. 18 ^t	Waldport

Motion: Mr. Kaliher moved and Mr. Benfield seconded that the above schedule for meetings and locations be accepted for 2013. **Aye:** Matheny, Tymchuk, Kaliher, Benfield, Abbott.

Ms. Chandler requested that the Customer Forum initially set for September 18th in Newport be moved to October 16th in Reedsport due to scheduling conflicts.

Motion: Mrs. Matheny moved and Mr. Tymchuk seconded that the Customer Forum be moved to October 16th in Reedsport and the September 18th Board meeting be held in Newport. **Aye:** Matheny, Tymchuk, Kaliher, Benfield, Abbott.

Meetings and Workshops - 2013

Motion: Mr. Kaliher moved and Mr. Benfield seconded that the Directors be authorized to attend meetings and workshops that are of interest to Central Lincoln for the year 2013. Aye: Matheny, Tymchuk, Kaliher, Benfield, Abbott.

Appointment of Trustees to Pension & Trust

Motion: Mr. Benfield moved and Mr. Kaliher seconded that in compliance with Article XVI paragraph 1, of the District's Pension and Trust Plan, Brian Barth, Nancy Evans, and Brandon Hignite continue as Plan Trustees for the year 2013. Aye: Matheny, Tymchuk, Kaliher, Benfield, Abbott.

Appointment of Trustees to Deferred Comp and 401K Plan

Motion: Mr. Benfield moved and Mrs. Matheny seconded that Brian Barth, Nancy Evans and Sue Tyler continue to serve as Deferred Compensation Plan Trustees for the year 2013. Aye: Matheny, Tymchuk, Kaliher, Benfield, Abbott.

February Board Agenda - Newport Office

Executive Session - 9:00 a.m.	Executive session - Video Conference with Mycoff Frye and Prouse
Board Meeting - 1:00 p.m.	Financial Condition, pg. 4, Review Board-GM Relation, pg. 20-24
Consent Agenda -	Minutes, vouchers, petty cash, uncollectibles, and Directors' cash report

Manager's Report

Conservation Update

Mr. Davies asked Mr. Carey to present the quarterly Conservation Report. Mr. Carey discussed the activity summary (as of December 2012) including the budget balances, incentives claimed to BPA; customer savings and discussed aMw saved. He also reviewed a targeted mailing for showerheads for residential customers; and a new program to supply commercial customers with showerheads using direct mail as well.

Bond Sale

Mr. Davies asked Mr. Barth to review the recent successful Bond Sale. Mr. Barth distributed a handout and discussed use of funds, cost of issuance, bond pricing, and bond summary statistics. All bonds offered were quickly sold.

Exception to Resolution No. 862

1/16/2013

President Abbott asked Mr. Davies to discuss this request. Mr. Davies stated that the request was to exempt the General Manager from the \$100,000 authorization maximum limit and increase to a \$250,000 maximum limit for contract award of the Alsea Bay In-Water Structure Installation Project. He then asked Mr. Lovelin to discuss this request in more depth. Mr. Lovelin stated that an Invitation to Bid (No. 04-003-13) was opened with a required Contractors Invitation for a Project Walk-Through, for replacing two in-water transmission structures that are deteriorating.

- The Contractor will furnish labor and equipment to install four five foot diameter caissons 50 feet in height. All construction work will be completed in-water at Alsea Bay, Waldport and shall comply with permit No. 51793-RF.
- In-water work will be completed no later than March 15, 2013. Bids are due on January 30, 2013 at 2 p.m.
- Under Central Lincoln Public Procurement Resolution No. 862, if the bid exceeds \$100,000 Board action is required, which would move the timeline forward to the next Board meeting on Feb. 20, 2013. The February timeframe may impede a successful project completion and could result in higher costs.
- Staff requested the Board consider a procurement policy exemption that would advance the award date but maintain constancy with the other elements of Resolution No. 862.

After discussion the following motion was made:

Motion: Mr. Benfield moved and Mr. Tymchuk seconded that the board exempt the General Manager from the \$100,000 authorization limit maximum and increase it to a \$250,000 maximum limit for the contract award of the Alsea Bay In Water-Structure Installation Project.

Amendment to the Motion: Mrs. Matheny moved that an amendment to the motion be made to specify that the contractor bid information be provided to the board prior to the awarding of the Alsea Bay bid. Mr. Kaliher seconded the amendment. Aye: Matheny, Tymchuk, Kaliher, Benfield, Abbott.

Original Motion: Aye: Matheny, Tymchuk, Kaliher, Benfield, Abbott.

Directors' Discussion

OPUDA

- Ms. Chandler gave an update on the "thank you" gift purchased for the outgoing OPUDA President Mr. Doug Olsen of Tillamook PUD.
- She also reported that the OPUDA LOC (Legislative Oversight Committee) will meet in Salem instead of Portland starting in February, on the Thursday before the OPUDA Board meetings. LOC meetings will be 11:00 to 1:00 p.m.
- Lobby Day is scheduled for Thursday March 13th.

Project Care

The Project Care Program, which provides assistance to customers in need and was highlighted in the December Coastlines, was discussed.

Barker Uerlings

Mr. Steve Uerlings, President; and Senior Account Executive Mr. Michael Hoyt of Barker Uerlings Insurance gave the board a Property and Liability Renewal Summary for 2013-2014.

1/16/2013

The District's commercial property and liability coverage were renewed with the Special Districts Association of Oregon (SDAO) based on enhanced coverage tailored for public entities.

The meeting adjourned at 1:10 p.m.

Larkin Kaliher, Secretary

Curt Abbott, President