

## **Minutes of the December 14, 2016 Board Meeting**

A series of meetings of the Board of Directors of the Central Lincoln People's Utility District were held at the Newport Office on Wednesday, December 14, 2016. President Benfield called the first meeting to order at 8:30 a.m. and asked that roll be called.

Directors present: Ron Benfield, President  
Curt Abbott, Vice President  
Larkin Kaliher, Board Member  
Tom Tymchuk, Treasurer  
Judy Matheny, Secretary

Others present: Pete Gintner, Legal Counsel  
Sunnetta Capovilla, Executive Assistant

### **8:31 a.m. Executive Session**

The regular meeting was recessed into Executive Session in accordance with ORS 192.660(2)(f) "to consider information or records that are exempt by law from public inspection"; and ORS 192.660(2)(h) "to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation that is likely to be filed."

### **9:35 a.m. Special Meeting for Board Candidate Interviews**

At 9:35 President Benfield called a special meeting to order for the purpose of interviewing candidates for the soon-to-be-vacant board position for Central Lincoln's Subdivision 5. It was noted that only one individual, Keith Tymchuk, had applied for the position. Keith Tymchuk, Chris Chandler and Teri Turner joined the meeting; and Tom Tymchuk and Pete Gintner left the meeting. The remaining Board members interviewed Mr. Tymchuk from a list of questions that had been prepared and approved at the November 16, 2016 meeting.

### **10:14 a.m. Regular Session**

At 10:14 a.m. the regular meeting of the Board of Directors was convened, and Tom Tymchuk rejoined the meeting.

Others present: Debra Smith, General Manager  
Steve Alexanderson, Senior Systems Engineer - Electrical  
Brian Barth, Customer & Shared Services Manager  
Sunnetta Capovilla, Executive Assistant  
Greg Carter, Operations Supervisor 1  
Chris Chandler, Public Affairs Manager  
Brandon Hignite, Finance and Resource Planner  
Ty Hillebrand, Civil & Distribution Engineering Supervisor  
Pete Gintner, Legal Counsel  
Keith Tymchuk, Board candidate  
Ken Beeson, Owners Representative – Florence Office Remodel

### **Staff and Visitors Recognized**

President Benfield welcomed staff and visitors to the meeting. Ms. Smith noted that Steve Alexanderson and Ty Hillebrand were representing the Engineering Department, and that an updated organizational chart would be presented at the January board meeting.

## Consent Agenda

The Board approved the following Consent Agenda items as presented:

- a) Minutes of November 16, 2016 Regular Board Meeting
- b) Minutes of December 6, 2016 Executive Session Meeting
- c) Vouchers for November, 2016
- d) Uncollectibles for November, 2016
- e) Directors' Cash Report as of November 30, 2016

### Architectural Service Contract Amendment – Florence Office Remodel Ken Beeson – Owner's Representative

Mr. Beeson reported to the Board that in December 2015, PIVOT Architecture was hired, for the amount of \$36,800 to complete a 30% design and cost estimate for a remodel of the Florence operations center. This work was completed in April 2016 and the cost of the remodel was included in the current Five-Year Capital Improvement Plan. In August 2016, management initiated a seismic evaluation of the existing facility. The evaluation, completed in November, recommended several retrofits to the structure in order to bring the facility to a basic life safety performance objective; increasing costs by 8% (from \$1.35 million to \$1.4 million). After discussion the following motion was made:

**Motion:** Mr. Abbott moved and Mr. Tymchuk seconded to authorize an amendment to the services agreement with PIVOT Architecture for an additional amount not to exceed \$186,100 for architecture and engineering services for remodel of the Florence operation building. Aye: Tymchuk, Matheny, Kaliher, Abbott, Benfield.

### Mobile Substation Upgrade

In order to improve the safety and reliability of Central Lincoln's 14 MVA mobile substation, proposals were solicited for replacing the primary side fuses and disconnect with a circuit switcher with integrated motor operated disconnect. The various bids and prices, along with management's recommendation, were reviewed by the Board. After discussion the following motion was made:

**Motion:** Mr. Kaliher moved and Mr. Abbott seconded to accept Southern States' proposal to upgrade Central Lincoln's 14 MVA mobile substation for \$149,950. Aye: Tymchuk, Matheny, Kaliher, Abbott, Benfield.

### Board Member Compensation Resolution No. 914

In November the Board discussed with staff, a consultant and counsel several reasons for adjusting board compensation; including the cost of health care benefits and legal requirements of the affordable care act. It was also noted that the Board has been receiving the same compensation since 1984. After discussion the following motion was made:

**Motion:** Mr. Abbott moved and Mrs. Matheny seconded to adopt Resolution 914 which adjusts Board Member compensation to \$8,184 annually effective January 1, 2017. Aye: Tymchuk, Matheny, Kaliher, Abbott, Benfield.

**Update to Rate Schedule 700**  
**Resolution No. 915**

At the November 2016 Board Meeting, the Board stated its intention to no longer allow new or additional non-broadcasting meters to be installed. An updated schedule 700 was presented for review with the removal of this installation line item and corresponding fee. Staff will develop a plan to move existing customers who have non-broadcasting meters to broadcasting meters, over time. After discussion the following motion was made:

**Motion:** Mr. Kaliher moved and Mrs. Matheny seconded to adopt Resolution 915 which approves new Rate Schedule 700 effective January 1, 2017. Aye: Tymchuk, Matheny, Kaliher, Abbott, Benfield.

**Acceptance of 2016 Election Results**

Every even-numbered year, Central Lincoln participates in the November General Election. This year, the seats for Subdivision 3 and 4 were on the November 8, 2016 ballot.

For Subdivision 3, which includes portions of Lane and Lincoln counties, the results were:

Curt Abbott: 4,125

For Subdivision 4, in Lane County, the results were:

Judy Matheny: 5,337

The Lincoln County Clerk will send Certificates of Election and Oaths of Office which will be administered at the January Board Meeting. After discussion the following motion was made:

**Motion:** Mr. Tymchuk moved and Mr. Kaliher seconded to accept the final election results as presented. Aye: Tymchuk, Matheny, Kaliher, Abbott, Benfield.

**Selection of OPUDA Delegates**

Each year, the Central Lincoln Board has an opportunity to appoint two board members to serve as voting members on the OPUDA (Oregon PUD Association) Board of Directors. The year Ron Benfield was appointed to serve as Central Lincoln's primary voting delegate for both seats on the OPUDA Board, and Judy Matheny as Central Lincoln's alternate delegate.

**January 18, 2017 Board Agenda – Reedsport Office**

Board Meeting -	10:00 a.m.	Swearing in of Elected Board Members Appointment of Board Position for Subdivision 5 Election of 2017 Officers Set 2017 Board Meeting Dates Authorize Directors to Attend Meetings and Workshops Ratify Board Appointed Consultants Resolution: Update Banking Depository list Resolution: Credit Card Authorizations (if needed) 2017 Pension and Deferred Comp Trustees Updated Resolution List
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## **Manager's Report**

### **Customer Appreciation Letter**

Customer L. Wicklund wrote a letter of appreciation to Ms. Smith for the exceptional service he has received over the years from Central Lincoln's dedicated crews for rapid power restoration through countless storms and during terrible conditions. Most recently Energy Services Manager, Wade Carey, was able to assist Mr. Wicklund in reestablishing his internet connection with Central Lincoln after his home computer had become compromised. He was very complimentary of the efficient and positive service provided by Mr. Carey.

### **Intermittent Office Closures**

Ms. Smith informed the Board of various office closures that would take place during the training of the new NISC software. The Reedsport office will be closed January 17, 19, 20, 23-26, 2017. The Newport and Florence offices will remain open from January 17 - 26, but will close 12:00 – 1:00 each day due to reduced staffing.

### **From the Office of Governor Brown**

The National Governors Association (NGA) announced recently that the Oregon Department of Energy and Central Lincoln PUD have been selected to participate in the Policy Academy on Power Sector Modernization hosted by the NGA Center for Best Practices Environment, Energy, and Transportation Division. Ms. Smith will attend the kickoff NGA meeting in San Diego February 1, 2 & 3, 2017.

### **Temporary Easement**

The State of Oregon, through its Department of Transportation, requested a temporary easement along a portion of Central Lincoln's Reedsport office for construction purposes. The easement will expire in three years or when the work is completed, whichever is soonest. \$500 will be paid by ODOT to Central Lincoln for this consideration. After discussion the following motion was made:

**Motion:** Mr. Tymchuk moved and Mr. Kaliher seconded to authorize the easement at the Reedsport office as requested by the Oregon Department of Transportation. Aye: Tymchuk, Matheny, Kaliher, Abbott, Benfield.

## **Directors' Discussion**

### **Board Candidate**

The Board indicated agreement by consensus that Keith Tymchuk be asked to fill the unexpired portion of the position of Director for Subdivision No. 5 for which he has applied. Keith Tymchuk, was in attendance, and indicated his acceptance. He will be officially appointed to the Board at the January 18, 2017 meeting.

### **OPUDA**

It was noted that Clatskanie PUD will join OPUDA, and that the Legislative Oversight Committees (LOC) will now be held at 8:30 a.m. the same Friday as OPUDA. Brandon Hignite will give a demand presentation at the next LOC meeting.

**Out-Going Board Member:**

Tom Tymchuk was recognized by staff and the Board for his 34 years of service on Central Lincoln's Board of Directors. He was presented with a letter from Governor Kate Brown wishing him well and thanking him for his dedication to public service. He was also given a replica of a plaque that will be erected in January at Reedsport Substation No. 301. Going forward substation 301 will be known as the Tymchuk Substation.

There being no further business, the meeting was adjourned at 11:40 a.m.

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Judy Matheny, Secretary

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Ron Benfield, President