

**PUBLIC UTILITY DISTRICT NO. 1 OF COWLITZ COUNTY, WASHINGTON**

**MINUTES OF BOARD MEETING OF COMMISSIONERS**

**Tuesday, February 25, 2025**

**John Searing Auditorium and Microsoft Teams**

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**Present:**

**COMMISSIONERS**

Dave Quinn, President

Duane Dalgleish, Vice President

Bruce Pollock, Secretary

**STAFF**

Alice Dietz, Communication & Public Relations Manager

Casey Kalal, Director of Operations

Chris Velat, Director of Power Management

Heather Sorensen, Director of Customer Service & Compliance

Lance Larwick, Director of Engineering

Marisa Heard, Manager of Employee Services

Monica Petterson, Executive Assistant/Clerk of the Board

Richard Hughes, General Counsel

Tim Kalimanis, Director of Technology

Trent Martin, Director of Accounting/CFO

**PUBLIC**

None

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**1. CALL TO ORDER**

Pursuant to published Notice, Commissioner Quinn called the Regular Board meeting of the Commissioners of Public Utility District No. 1 of Cowlitz County, Washington to order at 2:00 p.m.

**2. CHANGES/ADDITIONS TO BOARD AGENDA**

There were no changes to today's agenda.

**3. APPROVAL OF AGENDA**

It was moved by Commissioner Dalgleish and seconded by Commissioner Pollock to approve the February 25, 2025 Board Agenda.

The motion carried 3 to 0.

**4. APPROVAL OF BOARD MINUTES**

It was moved by Commissioner Dalgleish and seconded by Commissioner Pollock to approve the February 11, 2025 Regular Board Meeting minutes as written.

The motion carried 3 to 0.

**5. PUBLIC COMMENT ON AGENDA ITEMS AND OTHER DISTRICT BUSINESS**

There was no public comment.

## **6. MOTION TO RATIFY VOUCHERS/PAYROLL**

Approval of Vouchers in the amount of \$27,437,279.92. The Board reviewed expenditures of the District as required by RCW 42.24.180 for which payments were issued between February 12, 2025 and February 20, 2025, under the provisions of Resolution No. 2762.

It was moved by Commissioner Dagleish and seconded by Commissioner Pollock to ratify the vouchers/payroll.

Heather Sorensen, in her role as Auditor for the District, reported the majority of expenses were for power supply, taxes, and benefits. Materials purchased this period included transformers and a new fleet vehicle. Other expenses were Northwest River Partners dues, a contribution to the California Electric Transportation for participation in the planning of the West Coast corridor electrification charging infrastructure, conservation incentives, and Warm Neighbor pledges.

The motion carried 3 to 0.

## **7. GENERAL MANAGER REPORT**

Director of Accounting and CFO Trent Martin led the General Manager reports in Gary Huhta's absence.

**Outage Event:** Director of Operations Casey Kalal reported on last night's outage event. A total of 2,400 customers were without power at the outage peak, and a total of 3,500 customers were out throughout the night. The largest area impacted was the southwest Woodland bottoms area. The Ryderwood, Toutle, and Delameter areas were also impacted. We had a very good response by District crews, and power was restored within two hours. Total customer minutes were about 500,000, the same as the YTD amount prior to this event. The AMI system is very helpful during these storm situations as it provides immediate notifications when fuse tap lines go out which increases our response rates.

**Snowpack Update:** Trent Martin and Director of Power Management Chris Velat provided the snowpack update. The water year is at 86% of average, a slight improvement over last month. Snowpack in the upper Columbia is still lagging, but we are hopeful for more rain in March. The Lewis River basin looks good, and we saw healthy inflows into the Swift project over the weekend.

**BPA Updates:** Chris Velat reported that BPA has accepted public power's counterproposal on the power rate case. BPA had previously proposed a rate increase of 9.8% but is now agreeable to an 8.3% increase. Settlement has not yet been reached on the transmission rate case.

BPA is nearing a final version of the Provider of Choice contract it will offer its customers. District staff will begin due diligence and analysis to determine the best option for the District and its customers. BPA had identified fiscal year 2023 as the year for the contract high water mark which was a bit of a concern for the District. We requested BPA review our load further due to the uniqueness of our industrial loads and are now awaiting their feedback. We expect they will provide us with two contract high water mark numbers.

## **8. ACTION ITEMS**

### **8.1. Motion to Approve Staff Recommendation No. 4/2/25 – Employee Handbook Update**

It was moved by Commissioner Dagleish and seconded by Commissioner Pollock to approve Staff Recommendation No. 4/2/25.

Manager of Employee Services Marisa Heard explained the Employee Handbook is reviewed and updated annually in part to comply with changes in federal or state laws. The proposed Handbook updates were reviewed by District staff and general counsel, and a summary of changes were included in the Board meeting materials. A few legal modifications were made, but there were no significant changes in this version of the handbook.

The motion carried 3 to 0.

**8.2. Motion to Approve Resolution No. 2821 – Pole Attachment Rate**

It was moved by Commissioner Dalgleish and seconded by Commissioner Pollock to approve Resolution No. 2821.

At the last Board meeting, Trent Martin presented data and information regarding the District’s pole attachment rate. Based on Board feedback, District staff recommends the rate be adjusted to the full permissible rate of \$44.65 per attachment per year. The rate will be implemented in full effective January 1, 2025 through December 31, 2026. The rate calculation will be updated every two years.

The motion carried 3 to 0.

**9. STAFF REPORTS & PRESENTATIONS**

District staff provided highlights and answered Commissioner questions regarding the January 2025 Operational Reports which were included in the Board meeting materials.

**10. COMMISSIONER REPORTS & UPCOMING EVENTS**

There were no reports or upcoming events.

**11. EXECUTIVE SESSION**

The Board convened into Executive Session at 3:04 p.m. pursuant to RCW 42.30.110(1)(b) for 30 minutes to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. The Executive Session concluded at 3:34 p.m. No action was taken following the Executive Session.

**12. MOTION TO ADJOURN MEETING**

It was moved by Commissioner Dalgleish and seconded by Commissioner Pollock to adjourn the Regular Board Meeting at 3:34 p.m.

The motion carried 3 to 0.

Attest:

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*David F. Quinn*  
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President

Signed by:  
*Bruce Pollock*  
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Secretary

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*Duane Dalgleish*  
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Vice President

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*Monica Petterson*  
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Prepared by Monica Petterson  
Executive Assistant/Clerk of the Board