

COMMISSION MEETING AGENDA
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY
EAST WENATCHEE, WASHINGTON
APRIL 8, 2019 – 1:30 P.M.

1. Flag Salute
2. Minutes
3. Vouchers
4. Bid Opening – Bid Document 19-04-D, Provide Distribution Tree Trimming Services
5. Public Comment
6. Resolution Amending the Electric Distribution System Customer Service Policies
7. Resolution Authorizing a Call for Bids Under Bid Document 19-07-D, Supply and Deliver 795 ACSR Overhead Wire
8. Resolution Authorizing a Call for Bids Under Bid Document 19-18-D, Chelan Falls to Douglas Switchyard Fiber Cable
9. Resolution Authorizing Acceptance of Work and Final Payment to Fahey Machinery Company Under Contract 18-04-W, Replace Hydraulic Shear at the Wells Hydroelectric Project
10. Resolution to Negotiate with CompuNet Under RFP 19-01-W, Communication System Replacement
11. Resolution Authorizing a Call for Bids Under Bid Document 19-15-W, Low Resistance Grounding Equipment (LRG) for the Wells Hydroelectric Project
12. Resolution Authorizing a Professional Service Agreement with Washington State Department of Fish and Wildlife for Steelhead Genetic Analysis
13. Financial and Statistical Report – Distribution System – January 2019
14. Budget Report – Distribution System – January 2019
15. Preliminary Disturbance Reports
16. DCCN Report – March 2019
17. Other
18. Trips
19. Minutes
20. Executive Session: RCW 42.30.110(1)(g) and RCW 42.30.110(1)(i)

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE ELECTRIC DISTRIBUTION
SYSTEM CUSTOMER SERVICE POLICIES**

RECITALS:

1) District staff is proposing to amend the Electric Distribution System Customer Service Policies. This amendment would update Sections 5, 6, 8, 22, 32, 34, Schedule 2 and Schedule 6 of the Customer Service Policies to reflect the current business needs of the District.

2) Update Section 5 title and language to address the current needs of the District which includes language added for customer bankruptcy.

3) Update Section 6 to clarify bills will be issued every month or at the discretion of the District and that bills are delinquent if unpaid within sixteen days.

4) Update Section 8 to clarify customers who, during the District's meter replacement project, did not want their meters electronically read, will be charged a \$15 monthly fee to offset the cost of physically reading the meter and to eliminate the special service charge of \$5.00 that was previously applied to an owner or agents account when notification of an account name is changed or is disconnected for nonpayment.

5) Update Section 22 to clarify that meters shall be read monthly or at the discretion of the District and eliminate language that currently allows customers that do not want an electronically read meter to be charged a monthly fee to offset the cost of physically reading the meter.

6) Update Section 32 to make it clear line extension agreements only apply to rural individual property owners and do not apply to developers and subdivisions. Also, update language to make it clear property owners will be responsible for damage to utility equipment resulting from any dig-ins.

7) Update Section 34 to make it clear usage during the interseasonal period will be billed with the March read and customers will be billed using the General Service Rate Schedule 1B.

8) Update Schedule 2 to reflect that interseasonal rates and billing will be applied between November and March and seasonal rates and billing will be applied during March and November.

9) Update Schedule 6 to include a product that provides both local loop and internet bandwidth as a single product which can be resold to retail customers.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the Electric Distribution System Customer Service Policies be amended.

ADOPTED this 8th day of April, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER
BID DOCUMENT 19-07-D, SUPPLY AND DELIVER 795 ACSR
OVERHEAD WIRE**

RECITALS:

1) The District is planning to rebuild and reconductor the Rocky Reach-Chelan Falls Line 1 115KV transmission line. The project will require approximately 60 miles of conductor in the first year.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to provide 795 ACSR "Drake" in accord with the specifications, terms and conditions of Bid Document 19-07-D. Sealed bids will be accepted until May 7, 2019 at 1:30 p.m. Pacific Time in the District's East Wenatchee headquarters office.

3) It is in the best interests of the District to issue a call for bids under Bid Document 19-07-D, Supply and Deliver 795 ACSR Overhead Conductor.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 19-07-D is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to supply and deliver 795 ACSR overhead conductor.

ADOPTED this 8th day of April, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A CALL FOR BIDS UNDER
BID DOCUMENT 19-18-D, CHELAN FALLS TO DOUGLAS
SWITCHYARD FIBER CABLE**

RECITALS:

1) The District is re-structuring the 115kV Transmission line from Chelan Falls to Douglas Switchyard when ownership is changed to Douglas County Public Utility District. Fiber optic communication cable will help monitor this transmission line.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to provide fiber optic cable in accord with the specifications, terms and conditions of Bid Document 19-18-D. Sealed bids will be accepted until May 6, 2019 at 1:30 p.m. Pacific Time in the District's East Wenatchee headquarters office.

3) It is in the best interests of the District to issue a call for bids under Bid Document 19-18-D, Chelan Falls to Douglas Switchyard Fiber Cable.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 19-18-D is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to provide Chelan Falls to Douglas Switchyard fiber cable.

ADOPTED this 8th day of April, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING ACCEPTANCE OF WORK
AND FINAL PAYMENT TO FAHEY MACHINERY COMPANY
UNDER CONTRACT 18-04-W, REPLACE HYDRAULIC SHEAR
AT THE WELLS HYDROELECTRIC PROJECT**

RECITALS:

1) By Resolution No. 18-133 dated August 13, 2018, the District awarded Contract 18-04-W, Replace Hydraulic Metal Shear at the Wells Hydroelectric Project to Fahey Machinery Company.

2) District staff reports the Contractor has satisfactorily completed all requirements of Contract 18-04-W and has submitted a Request for Final Payment, Certificate and Release. Therefore, staff recommends that the District accept the completed work and authorize final payment. The total cost of work under this contract is \$94,125.00 plus tax.

3) It is in the best interests of the District to accept the work as complete and authorize final payment under Contract 18-04-W.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the work under Contract 18-04-W, Replace Hydraulic Metal Shear at the Wells Hydroelectric Project, is hereby accepted as complete, and that final payment is authorized, contingent on receipt by the District of all necessary releases by the State of Washington. This acceptance in no manner waives any claim the District may have against the Contractor for failure to comply with the terms of the contract.

ADOPTED this 8th day of April, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION TO NEGOTIATE WITH COMPUNET UNDER
RFP 19-01-W, COMMUNICATION SYSTEM REPLACEMENT**

RECITALS:

1) Resolution 19-012 dated January 28, 2019 authorized the District to request proposals to replace the District's communication system under RFP 19-01-W, Communication System Replacement.

2) District staff have evaluated the proposals and recommend negotiating with CompuNet to procure and install the proposed communication system.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that District Staff are authorized and directed to negotiate with CompuNet under RFP 19-01-W, Communication System Replacement.

ADOPTED this 8th day of April, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A CALL FOR BIDS
UNDER BID DOCUMENT 19-15-W, LOW RESISTANCE
GROUNDING EQUIPMENT (LRG) FOR THE WELLS
HYDROELECTRIC PROJECT**

RECITALS:

1) The District is installing two new substation 14.4KV feeders to provide power to the Wells Hatchery and emergency backup power from the diesel generators to the Wells Hatchery and Wells Dam. Additional grounding equipment is required to provide adequate equipment protection and personnel safety at the dam.

2) Staff recommends that the District solicit bids in compliance with RCW 54.04.070 to provide the necessary low resistance grounding equipment in accordance with the specifications, terms, and conditions of Bid Document 19-15-W. Sealed bids will be accepted until May 6, 2019, at 1:30 p.m. Pacific Time in the District's East Wenatchee headquarters office.

3) It is in the best interests of the District to issue a call for bids under Bid Document 19-15-W, Low Resistance Grounding (LRG) Equipment for the Wells Hydroelectric Project.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Bid Document 19-15-W is hereby approved, and the District's General Manager is hereby authorized and directed to issue a call for bids to supply and deliver low resistance grounding equipment for the Wells Hydroelectric Project.

ADOPTED this 8th day of April, 2019

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT
WITH WASHINGTON STATE DEPARTMENT OF FISH AND WILDLIFE FOR
STEELHEAD GENETIC ANALYSIS**

RECITALS:

1) The Wells HCP requires Douglas PUD (District) to investigate the natural spawning (reproductive) success of hatchery reared steelhead relative to wild steelhead and to utilize a statistically valid number of fish to develop baseline DNA profiles for Methow River steelhead.

2) The Agreement with the Washington Department of Fish and Wildlife (WDFW) will cover the DNA analysis of genetic material collected in 2018 at the Twisp Weir from adult steelhead as stated in the scope of work and budget. The cost associated with the analysis of genetic material collected from the Twisp River steelhead will not exceed \$14,529.

3) Based upon the need to conduct a steelhead spawning success study and establish baseline genetic data for Methow River steelhead, District staff recommends that it is in the best interest of the District to approve the Professional Service Agreement with WDFW that has an expiration date of August 31, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the Agreement between the District and WDFW for genetic analysis of Methow River adult steelhead is hereby approved and that the District's General Manager is hereby authorized and directed to execute said Agreement on behalf of the District.

ADOPTED this 8th day of April, 2019.

Molly Simpson, President

Ronald E. Skagen, Vice President

ATTEST:

Aaron J. Viebrock, Secretary