

COMMISSION MEETING AGENDA
PUBLIC UTILITY DISTRICT NO. 1 OF DOUGLAS COUNTY
EAST WENATCHEE, WASHINGTON
JUNE 27, 2022

10:30 AM Workshop

Reports by Staff

12:00 PM Lunch

1:30 PM Regular Meeting

1. Flag Salute
2. Consent Agenda
 - a. Meeting Minutes of June 6, 2022
 - b. Vouchers
 - c. 22-109 – Resolution Affirming Change Order No. 6 to Contract 21-33-D-BID, Hydrogen and Lincoln Rock Switchyard Utility Installations
 - d. 22-110 – Resolution Authorizing Approval of Land Use Permits 500-02 and 503-02, Chelan County PUD
 - e. 22-111 – Resolution Authorizing Approval of Land Use Permit 716-03, Nicholas and Maren Wall
 - f. 22-112 – Resolution Authorizing Approval of Land Use Permit 57-0B-02, Tom and Abbi Gish
 - g. 22-113 – Resolution Authorizing Approval of Railroad Right-of-Way Permit RR57-0B-11, Tom and Abbi Gish
 - h. 22-114 – Resolution Authorizing a Transport Agreement with Viacom Media Networks
3. Public Comment
4. 30-Year Service Award – Julene McGregor
5. New Employees – Student Trainee: Estela Navarro
6. Regular Agenda
 - 22-115 – Resolution Authorizing a Professional Service Agreement with The Beckett Group
 - 22-116 – Resolution Authorizing the District to Demolish and Dispose of Three Farm Residences and Negotiate the Sale of Four Mobile Homes
 - 22-117 – Resolution Authorizing Change Order No. 1 to Contract 21-51-D-BID, Fiber Optic Cable Installation – Unit Price Contract

22-118 – Resolution Authorizing Change Order No. 3 to Contract 21-57-W-BID, Unit 7 Spillway and Gate Repair at the Wells Hydroelectric Project

22-119 – Resolution Authorizing Amendment No. 1 to Professional Service Agreement with HDR Engineering, Inc. for Consulting Engineering Services at Douglas PUD Hatchery Facilities

22-120 – Resolution Authorizing Professional Service Agreement 22-41-W-PS with Washington Department of Fish and Wildlife for Hatchery Marking and Tagging

22-121 – Resolution Authorizing Professional Service Agreement 22-45-W-PS with The Confederated Tribes of the Colville Reservation for Wells Hydroelectric Project Archaeological Monitoring

22-122 – Resolution Authorizing Professional Service Agreement 22-46-W-PS with the Confederated Tribes of the Colville Reservation for Wells Hydroelectric Project Archaeological Monitoring

7. Write-off to the Reserve for Uncollectible Accounts: \$1,186
8. Internal Audit Reports: January-May 2022
9. Preliminary Disturbance Reports
10. Other
11. Trips
12. Minutes
13. Executive Session: To Discuss with Legal Counsel Agency Enforcement Actions, Current or Potential Litigation and/or Legal Risks as Authorized by RCW 42.30.110(1)(i)

RESOLUTION NO. _____

**A RESOLUTION AFFIRMING CHANGE ORDER NO. 6 TO
CONTRACT 21-33-D-BID, HYDROGEN AND LINCOLN ROCK
SWITCHYARD UTILITY INSTALLATIONS**

RECITALS:

1) By Resolution No. 21-120 dated July 26, 2021, the District awarded Contract 21-33-D-BID, Hydrogen and Lincoln Rock Switchyard Utility Installations to KRCI, LLC. Previous change orders have been approved to increase the total cost of the contract to \$3,441,615.65.

2) Harmonic filtration equipment needs to be installed at the hydrogen facility to reduce harmonic distortion caused by the DC electrical system. District staff is requesting that the Contractor construct a grounding grid and prepare and pour a concrete pad for the installation of the District's harmonic filter equipment. Staff is also recommending an extension of time to allow for the completion of the work.

3) District staff recommends affirmation of Change Order No. 6 in the amount of \$29,200.00, which brings the total amount of the contract to \$3,470,815.65 and extends the contract completion date to December 31, 2022.

4) It is in the best interests of the District to affirm Change Order No. 6 to Contract 21-33-D-BID.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 6 to Contract 21-33-D-BID, Hydrogen and Lincoln Rock Switchyard Utility Installations is affirmed by the Commission.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING APPROVAL OF LAND USE
PERMITS 500-02 AND 503-02, CHELAN COUNTY PUD**

RECITALS:

1) The District has implemented a Land Use Policy which requires adjacent land owners wishing to use properties associated with the Wells Hydroelectric Project to obtain approval through a District issued permit.

2) District personnel recommend approval of the following permits:

Chelan County PUD Wells Permits 500-02 and 503-02

The permits are for use of Project lands for nesting pole use. The permittee has provided proof of insurance coverage as required by the District's Land Use Policy.

3) It is in the best interests of the District to approve Wells Permits 500-02 and 503-02.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to execute, in accordance with the District's Land Use Policy, Land Use Permit Nos. 500-02 and 503-02.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING APPROVAL OF LAND USE
PERMIT 716-03, NICHOLAS AND MAREN WALL**

RECITALS:

1) The District has implemented a Land Use Policy which requires adjacent land owners wishing to use properties associated with the Wells Hydroelectric Project to obtain approval through a District issued permit.

2) District personnel recommend approval of the following permit:

Nicholas and Maren Wall Wells Permit 716-03

The permit is for use of Wells Project lands for a 10 foot wide walking path. The permittee has provided proof of insurance coverage as required by the District's Land Use Policy.

3) It is in the best interests of the District to approve Wells Permit 716-03.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to execute, in accordance with the District's Land Use Policy, Land Use Permit No. 716-03.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING APPROVAL OF LAND USE
PERMIT 57-0B-02, TOM AND ABBI GISH**

RECITALS:

1) The District has implemented a Land Use Policy which requires adjacent land owners wishing to use properties associated with the Wells Hydroelectric Project to obtain approval through a District issued permit.

2) District personnel recommend approval of the following permit:

Tom and Abbi Gish Wells Permit 57-0B-02

The permit is for use of Wells Project lands for a 10' wide walkway to river bank. The permittee has provided proof of insurance coverage as required by the District's Land Use Policy.

3) It is in the best interests of the District to approve Wells Permit 57-0B-02.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to execute, in accordance with the District's Land Use Policy, Land Use Permit No. 57-0B-02.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING APPROVAL OF RAILROAD
RIGHT-OF-WAY PERMIT RR57-0B-11, TOM AND ABBI GISH**

RECITALS:

1) The District has implemented a Land Use Policy which requires adjacent land owners wishing to use properties associated with the Wells Hydroelectric Project to obtain approval through a District issued permit.

2) District personnel recommend approval of the following railroad right-of-way permit:

Tom and Abbi Gish Wells Permit RR57-0B-11

The permit is for use of Wells Project lands for a railroad right-of-way permit in Tract 57-0B to cross the District's Columbia Cascade Railroad Right of Way. The permittee has provided proof of insurance coverage as required by the District's Land Use Policy.

3) It is in the best interests of the District to approve Wells Railroad Right-of-Way Permit RR57-0B-11.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to execute, in accordance with the District's Land Use Policy, Railroad Right-of-Way Permit No. RR57-0B-11.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A TRANSPORT AGREEMENT WITH
VIACOM MEDIA NETWORKS**

RECITALS:

1) The District operates a video headend that provides television service to retail service providers on the Douglas County Community Network (DCCN).

2) The District previously entered into a Signal Transport Agreement with Viacom Media Networks (Viacom), for the purpose of receiving Viacom content and transporting it to retail service providers. This Agreement expired on December 31, 2019. A new Transport Agreement is required to continue transporting Viacom content.

3) Staff recommends that the District's General Manager be authorized to sign the attached Transport Agreement with Viacom.

4) It is in the best interest of the District to enter into the attached Signal Transport Agreement to provide video service.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized to sign a Transport Agreement with Viacom Media Networks.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT
WITH THE BECKETT GROUP**

RECITALS:

1) The District needs assistance with Washington State advocacy services and rule making activities.

2) The District is developing a broader state legislative strategy and The Beckett Group has 28 years' experience providing strategic government affairs and communication services.

3) It is in the best interests of the District to enter into a Professional Service Agreement with The Beckett Group for assistance with Washington State advocacy services and rule making activities.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to enter into a Professional Service Agreement with The Beckett Group the cost of which is not to exceed \$30,000 with an expiration date of December 31, 2022.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE DISTRICT TO
DEMOLISH AND DISPOSE OF THREE FARM RESIDENCES
AND NEGOTIATE THE SALE OF FOUR MOBILE HOMES**

RECITALS:

1) Resolution No. 22-034, dated February 22, 2022, authorized the District to execute a Real Estate Purchase and Sale Agreement with C & O Nursery Company for 91.84 acres of land located in Baker Flats.

2) As part of the Purchase and Sale Agreement, the District acquired several structures located on the property. These structures include: three site-built small farm residences of 1940's era construction, one equipment storage shed, one 1,200 square foot refrigerated storage building, one bathhouse, two vehicle garages, and four mobile homes.

3) Staff recommends that the District seek to hire a contractor to abate, demolish and destroy the three site-built residences, bathhouse and garage structures as they are in poor condition and serve no practical use to the District. Staff also recommends that the District establish a fair market value and negotiate the sale and removal of the four mobile homes directly with private parties in accordance with RCW 54.16.180 - Sale lease, disposition of properties, equipment and materials procedure. The equipment storage building and refrigerated storage building will remain in place.

4) It is in the best interests of the District to demolish and dispose of three farm residences and sell the four mobile homes acquired in the purchase of the C & O Nursery Company property under Resolution No. 22-034.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District demolish and dispose of three farm residences and negotiate the sale and removal of the four mobile homes.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

ATTEST:

Molly Simpson, Vice President

Ronald E. Skagen, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 TO
CONTRACT 21-51-D-BID, FIBER OPTIC CABLE
INSTALLATION – UNIT PRICE CONTRACT**

RECITALS:

1) By Resolution No. 22-075 dated April 11, 2022, the District awarded Contract 21-51-D-BID, Fiber Optic Cable Installation – Unit Price Contract, to Cascade Cable Constructors.

2) Change Order No. 1 has been prepared to add additional construction units to allow for construction of microtrenching and procurement of conduit.

3) District staff recommends approval of Change Order No. 1, which does not change the original contract amount of \$3,200,000.00 per year for two years with a not-to-exceed contract amount of \$6,400,000.00.

4) It is in the best interests of the District to approve Change Order No. 1 to Contract 21-51-D-BID.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 1 to Contract 21-51-D-BID, Fiber Optic Cable Installation – Unit Price Contract, is authorized by the Commission.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING CHANGE ORDER NO. 3 TO
CONTRACT 21-57-W-BID, UNIT 7 SPILLWAY AND GATE
REPAIR AT THE WELLS HYDROELECTRIC PROJECT**

RECITALS:

1) Resolution No. 22-008 dated January 24, 2022, authorized the award of Contract 21-57-W-BID, Unit 7 Spillway and Gate Repair at the Wells Hydroelectric Project to Garco/WEMCO, a Joint Venture, for an authorized total expenditure of \$1,951,000.00 and a completion date of June 26, 2022. Previously authorized Change Orders increased the not-to-exceed amount to \$2,341,948.55 and extended the completion date to July 22, 2022.

2) Change Order No. 3 has been prepared to replace some non-reusable items and to address some “differing site conditions” that were identified upon disassembly. Change Order No. 3 will increase the not-to-exceed amount by \$137,740.10 to \$2,479,688.65 and extend the completion date to August 26, 2022.

3) It is in the best interest of the District to authorize Change Order No. 3 to Contract 21-57-W-BID.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that Change Order No. 3 to Contract 21-57-W-BID, Unit 7 Spillway and Gate Repair at the Wells Hydroelectric Project, is authorized by the Commission.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO PROFESSIONAL SERVICE AGREEMENT WITH HDR ENGINEERING, INC. FOR CONSULTING ENGINEERING SERVICES AT DOUGLAS PUD HATCHERY FACILITIES

RECITALS:

1) By Resolution No. 20-091 dated May 26, 2020, the District entered into a Professional Service Agreement with HDR Engineering, Inc. (HDR) to provide consulting engineering services for the District hatchery facilities.

2) Amendment No. 1 would allow HDR to continue providing hatchery related engineering support services related to repairs, maintenance and alteration of infrastructure at the District hatchery facilities.

3) Amendment No. 1 would authorize an extension of the Contract by one additional year through June 30, 2023 and would increase the amount of the Contract by \$220,000 bringing the total not-to-exceed amount of the Agreement to \$995,550.

4) Based upon the District's need to continue receiving hatchery related engineering support services from HDR, staff believes it is in the best interest of the District to approve Amendment No. 1 to Professional Service Agreement with HDR.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to approve Amendment No. 1 to Professional Service Agreement with HDR Engineering, Inc. to continue providing consulting engineering support to the District hatchery facilities.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICE AGREEMENT
22-41-W-PS WITH WASHINGTON DEPARTMENT OF FISH AND WILDLIFE
FOR HATCHERY MARKING AND TAGGING**

RECITALS:

1) The Federal Energy Regulatory Commission license for the Wells Project requires the District to raise and release properly marked and tagged juvenile hatchery fish. These fish are raised at the District's Wells and Methow hatcheries.

2) The Washington Department of Fish and Wildlife (WDFW) has marked and tagged these fish since the inception of these programs and is currently the only entity capable of completing this work on the schedule required.

3) District staff have developed a Professional Service Agreement with WDFW to mark and tag these fish in accordance with requirements of the Wells Anadromous Fish Agreement and Habitat Conservation Plan and according to a schedule that meets the biological needs of the hatchery programs. WDFW has provided a marking and tagging budget and scope of work that covers the period starting July 1, 2022 and ending June 30, 2023.

4) Staff recommends approval of a Professional Service Agreement with WDFW for hatchery fish marking and tagging during 2022-2023.

5) It is in the best interests of the District to enter into a Professional Service Agreement with WDFW for marking and tagging various hatchery fish including Spring Chinook, Summer Chinook, Summer Steelhead and Coho, the cost of which is not to exceed \$280,414.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to enter into Professional Service Agreement 22-41-W-PS with WDFW for the marking and tagging of hatchery fish at the Wells and Methow hatcheries.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICE AGREEMENT
22-45-W-PS WITH THE CONFEDERATED TRIBES OF THE COLVILLE
RESERVATION FOR WELLS HYDROELECTRIC PROJECT
ARCHAEOLOGICAL MONITORING**

RECITALS:

1) As part of the implementation of the Wells Hydroelectric Project Historic Properties Management Plan, the District conducts periodic monitoring of archaeological sites on the Wells Reservoir. In 2022, sites on the 4-year and 10-year monitoring intervals will require monitoring. Thirty-seven of these sites are located on the Confederated Tribes of the Colville Reservation (CCT). The CCT History/Archaeology Program would conduct monitoring of these sites.

2) Staff recommends approval of a Professional Service Agreement with the CCT History/Archaeology Program to conduct monitoring of 37 archaeological sites in 2022.

3) It is in the best interests of the District to enter into a Professional Service Agreement with the CCT History/Archaeology Program for archaeological monitoring services for the Wells Hydroelectric Project.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to enter into a Professional Service Agreement with CCT History/Archaeology Program, the cost of which is not to exceed \$90,776.00 (Ninety thousand, seven hundred, seventy-six and zero cents) with an expiration date of May 31, 2022.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary

Draft Pre-decisional Document

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICE AGREEMENT
22-46-W-PS WITH THE CONFEDERATED TRIBES OF THE COLVILLE
RESERVATION FOR WELLS HYDROELECTRIC PROJECT
ARCHAEOLOGICAL MONITORING**

RECITALS:

1) As part of the implementation of the Wells Hydroelectric Project Historic Properties Management Plan, the District conducts annual monitoring of archaeological sites on the Wells Reservoir. In 2022, a total of 33 sites are scheduled to be monitored.

2) Staff recommends approval of a Professional Service Agreement with the CCT History/Archaeology Program to conduct monitoring of 33 archaeological sites in 2022.

3) It is in the best interests of the District to enter into a Professional Service Agreement with the CCT History/Archaeology Program for archaeological monitoring services for the Wells Hydroelectric Project.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Douglas County, Washington, that the District's General Manager is hereby authorized and directed to enter into a Professional Service Agreement with CCT History/Archaeology Program, the cost of which is not to exceed \$71,726.90 (Seventy one thousand, seven hundred, twenty-six and ninety cents) with an expiration date of May 31, 2022.

ADOPTED this 27th day of June, 2022.

Aaron J. Viebrock, President

Molly Simpson, Vice President

ATTEST:

Ronald E. Skagen, Secretary