

**THE BOARD OF COMMISSIONERS  
OF  
PUBLIC UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON**

MINUTES OF THE JANUARY 10, 2023  
REGULAR COMMISSION MEETING

The Board of Commissioners of Public Utility District No. 1 of Franklin County, Washington held a regular meeting at 1411 W. Clark St., Pasco, WA, on January 10, 2023 at 1:00 p.m. Remote technology options were also provided for the public to participate.

Those who participated from the District via remote technology or in person for all or part of the meeting were Commissioner Bill Gordon, President; Commissioner Stu Nelson, Vice President; Commissioner Roger Wright, Secretary; Scott Rhees, General Manager; Holly Dohrman, Assistant General Manager; Steve Ferraro, Operations Director; Victor Fuentes, Engineering Director; Brian Iller, General Outside Counsel; and Rosario Viera, Supervisor of Executive Administration.

Additional staff that participated in person or via remote technology for all or part of the meeting was Shelly Olson, Records Coordinator.

There was no public participating in person or via remote technology for all or part of the meeting.

**OPENING**

*Commission President Gordon participated via the remote technology provided and requested Commission Vice-President Nelson preside over the meeting.*

Commissioner Nelson called the meeting to order at 1:00 p.m. and called on Mr. Rhees to lead the Pledge of Allegiance.

**PUBLIC COMMENT**

There was no public participating via remote technology or in person to provide comment. Ms. Viera noted that no public comment was received prior to the meeting.

**COMMISSIONER REPORTS**

Commissioner Nelson reported that:

- He attended both the Pasco Chamber and Tri City Hispanic Chamber monthly luncheons.
- He had minor medical issues and was in the hospital.

Commissioner Gordon and Commissioner Wright did not report.

## **CONSENT AGENDA**

The Commission reviewed the Consent Agenda. Commissioner Wright moved and Commissioner Gordon seconded to approve the Consent Agenda as follows:

- 1) To approve the minutes of the December 13, 2022 Regular Commission meeting.

The motion passed unanimously.

## **AGENDA ITEM 5, AUTHORIZING THE GENERAL MANAGER OR HIS DESIGNEE TO EXECUTE A CONTRACT EXTENSION WITH PACIFIC POLE INSPECTION, LLC FOR POLE TESTING AND TREATMENT.**

Mr. Fuentes introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary included in the meeting packet. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Gordon seconded to authorize the General Manager or his designee to execute the first extension to Contract 10048 with Pacific Pole Inspection LLC, for year two funding, beginning February 1, 2023 through January 31, 2024, in an amount not to exceed \$128,500, which includes a 3% increase for unit pricing. The motion passed unanimously.

## **AGENDA ITEM 6, ADOPTING A RESOLUTION DECLARING AN EMERGENCY AND WAIVING THE COMPETITIVE BIDDING REQUIREMENTS AND RATIFYING THE GENERAL MANAGER'S ACTION TO PURCHASE A DIGGER DERRICK.**

Mr. Ferraro introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary included in the meeting packet. Commissioner Wright noted that adopting Resolution 1385 would ratify the purchase of the Digger Derrick. Mr. Rhees reported that acting on the purchase ensured that service is not compromised for District customers. He noted that if staff had not acted on the purchase the lead time for a Digger Derrick was potentially up to five years out which was not acceptable. Further, he reported that inflation continues to rise and there was a significant savings for the District. Staff reviewed their recommendation.

The Commission noted that the purchase was prudent and a good decision that would provide both cost savings as well as ensuring that the District had the appropriate equipment to ensure system reliability for District customers, especially with the current supply chain issues being seen for materials, supplies and equipment.

Commissioner Gordon moved and Commissioner Wright seconded to adopt Resolution 1385 as presented. The motion passed unanimously.

**AGENDA ITEM 7, AUTHORIZING THE GENERAL MANAGER OR HIS DESIGNEE TO EXECUTE A CONTRACT FOR THE PURCHASE OF 115 KV GAS CIRCUIT BREAKERS.**

Mr. Fuentes introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary included in the meeting packet. He reviewed the bid exceptions and noted that lead times and pricing continue to increase. Staff reviewed their recommendation.

Commissioner Wright moved and Commissioner Gordon seconded to authorize the General Manager or his designee to execute a contract with Carlson Sales Inc., the lowest responsive bidder, for the purchase of 115 kV gas circuit breakers in an amount not to exceed \$968,816. The motion passed unanimously.

**AGENDA ITEM 8, AUTHORIZING THE GENERAL MANAGER OR HIS DESIGNEE TO EXECUTE A CONTRACT FOR THE PURCHASE OF TEN (10) 15KV VACUUM CIRCUIT BREAKERS.**

Mr. Fuentes introduced the agenda item and reviewed the background information as reported on the Agenda Item Summary included in the meeting packet. He noted that two (2) bids were received, however one of the bids was received after the bid opening deadline and could not be evaluated. He noted that staff evaluated one (1) bid:

<b>Bidder:</b>	<b>Total Bid:</b>	<b>Exceptions:</b>
Wesco/Anixter Inc.	\$307,240	Yes
Border States	Received after bid opening deadline	Non-responsive

Mr. Fuentes reported that the bid submitted by Wesco/Anixter Inc., had an exception to the number of auxiliary contacts for future District use, which was six instead of eight. The exception is acceptable to the District. Staff determined that the bid submitted by Wesco/Anixter Inc. was a responsive bid and within the District's estimate. Because the Border States bid was received after the bid opening deadline staff was not able to evaluate the bid and determined the bid was non-responsive. Staff reviewed their recommendation.

The Commission asked how late the bid submitted by Border States was and staff noted they would provide the information.

Commissioner Wright moved and Commissioner Gordon seconded to find the bid submitted by Border States non-responsive and to authorize the General Manager or his designee to execute a contract with Wesco/Anixter Inc., the lowest responsive bidder, for the purchase of ten 15kV vacuum circuit breakers in an amount not to exceed \$307,240. The motion passed unanimously.

**CLAIMS**

Mr. Fuentes reported there were no new claims to report.

**GENERAL MANAGER REPORT**

Mr. Rhees reported that he appreciated the Commission meeting today to authorize the purchases for the materials and equipment. He reported that staff would provide their normal reports at the January 24, 2023 regular meeting.

**CLOSING OF MEETING - ADJOURNMENT**

With no further business to come before the Commission, Commissioner Nelson adjourned the regular meeting at 1:19 p.m. The next meeting will be a regular meeting on January 24, 2023 at 1:00 p.m. and will be held at the District's Auditorium located at 1411 W. Clark St. Pasco, WA. Remote technology options will be provided for members of the public to participate.

  
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William Gordon, President

  
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Stuart Nelson, Vice President

  
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Roger Wright, Secretary