

SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT

Regular Meeting

January 24, 2023

The Regular Meeting was convened by President Rebecca Wolfe at 9:00 a.m. Those attending were Sidney Logan, Vice-President; Tanya Olson, Secretary; CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow; Assistant General Managers Pam Baley, Guy Payne (virtually), and Jason Zyskowski; Interim Assistant General Manager Karen Latimer; Chief Financial Officer Scott Jones (virtually); Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Clerk of the Board Allison Morrison; and Deputy Clerks of the Board Jenny Rich and Morgan Stoltzner.

*** Items Taken Out of Order**

****Non-Agenda Items**

Changes to the agenda were made as follows: The afternoon Executive Session was moved to the morning to discuss the Performance of a Public Employee Part One and to discuss Physical Security. The Performance of a Public Employee Part Two was moved to the Afternoon Session.

**A moment of silence was observed in honor of District employee Van Conner.

1. CEO/GENERAL MANAGER BRIEFING AND STUDY SESSION

A. Updates

1. Legislative. Senior State Government & External Affairs Manager Ryan Collins provided a report on Key Legislation.

Commissioner Wolfe requested information on Northwest Power Conservation Council's (NWPCC) stance on House Bill 1192 and if there is a generally accepted definition of clean for clean energy. Mr. Collins stated he would provide the requested information.

2. Other. There were no other reports.

B. Connect Up Program Commission Update

Senior Manager ITS Program Management Doris Payne provided an update on the Connect Up Program, which included a proposed change to the current TRC contract.

The next step would be consideration for approval of the amendment at the February 7, 2023, Commission meeting.

C. 2023 Integrated Resource Planning (IRP) Kickoff

Senior Manager Power Supply Garrison Marr, and members of the IRP Team provided a presentation on the 2023 Integrated Resource Planning (IRP) Kickoff. The presentation included the 2023 IRP timeline, the planning process, updates on the 2021 Action Plan, and public engagement efforts.

The next step would be a Commission briefing during the Summer or Fall of 2023.

D. Draft 2023-2027 Strategic Plan

Strategy and Performance Planning Leader Laura Lemke and members of the Strategic Planning Team provided a presentation on the Draft 2023-2027 Strategic Plan. The presentation included information on strategic priorities, external shareholder feedback, the 2023-2027 strategic plan development, strategic plan elements and implementation.

The next step would be Board consideration of a resolution at the February 7, 2023, Commission meeting.

EXECUTIVE SESSION

The Regular Meeting recessed at 10:58 a.m. and reconvened at 11:05 a.m. into Executive Session to discuss the performance of a public employee part one and to discuss physical security, under the terms set forth in the Open Public Meetings Act. Those in attendance were Commissioners, Rebecca Wolfe, Sidney Logan, and Tanya Olson; CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow; Assistant General Manager Jason Zyskowski; Chief Information Officer Kristi Sterling; Assistant General Counsel Branda Andrade; Commission & Executive Services Director Melissa Collins; other District staff; and Bonneville Power Administration (BPA) Representatives Chief Security and Continuity Officer Sarah Laylo and North Region O&M Manager Adelmo de la Cruz. At 11:57 a.m. the Executive Session was extended 45 minutes. The Executive Session concluded at 12:43 p.m. with no public announcements.

RECONVENE REGULAR MEETING

The Regular Meeting was reconvened by President Rebecca Wolfe at 1:30 p.m. Those attending were Sidney Logan, Vice-President; Tanya Olson, Secretary; CEO/General Manager John Haarlow; Interim General Counsel Shawn Aronow; Assistant General Managers Guy Payne (virtually) and Jason Zyskowski; Interim Assistant General Manager Karen Latimer; Chief Financial Officer Scott Jones (virtually); Chief Information Officer Kristi Sterling; other District staff; members of the public; Commission & Executive Services Director Melissa Collins; Clerk of the Board Allison Morrison; and Deputy Clerks of the Board Jenny Rich and Morgan Stoltzner.

*** Items Taken Out of Order**

****Non-Agenda Items**

The meeting experienced technical difficulties at 1:30 p.m. which were resolved at 1:31 p.m.

Changes to the agenda were made as follows: Item 3A add "At Places" amended page 6 of the January 10, 2023, Regular Meeting minutes.

2. COMMENTS FROM THE PUBLIC

There were no comments from the public.

3. CONSENT AGENDA

A. Approval of Minutes for the Regular Meeting of January 10, 2023

Amended page 6 of the minutes for the Regular Meeting of January 10, 2023, were provided at places, by reference made a part of the packet.

B. Bid Awards, Professional Services Contracts and Amendments

Public Works Contract Award Recommendations:

None

Formal Bid Award Recommendations \$120,000 and Over:

None

Professional Services Contract Award Recommendations \$200,000 and Over:

Request for Proposal No. 22-1324-SR with Stillwater Energy

Miscellaneous Contract Award Recommendations \$200,000 and Over:

Miscellaneous Purchase Order Number 4500081708 with Intergraph Corporation

Interlocal Agreements and Cooperative Purchase Recommendations:

Contracts:

Ariba Contract Number CW2250429 with SHI International Corp.

Amendments:

None

Sole Source Purchase Recommendations:

None

Emergency Declarations, Purchases and Public Works Contracts:

January 10, 2023, Declaration of Major Emergency for the Highway 2 Powerlines

Purchases Involving Special Facilities or Market Condition Recommendations:

None

Formal Bid and Contract Amendments:

Professional Services Contract No. CW2246475 with Burns & McDonnell Engineering Company, Inc.

Company, Inc.

Public Works Contract No. CW2246741 with Trenchless Construction Services, LLC

Contract Acceptance Recommendations:

Public Works Contract No. CW2247082 with B & L Utility, Inc.

- C. Consideration of Certification/Ratification and Approval of District Checks and Vouchers

A motion unanimously passed approving Agenda Items 3A – Approval of the Minutes for the Regular Meeting of January 10, 2023, as amended; 3B – Bid Awards, Professional Services Contracts and Amendments; and 3C – Consideration/Ratification and Approval of District Checks and Vouchers.

4. PUBLIC HEARING AND ACTION

- A. First Quarter 2023 Surplus Disposition – Supplemental

President Wolfe opened the public hearing.

There being no questions from the Board or the public, the public hearing was closed.

Based on staff's recommendation that the items are no longer necessary or useful to the District, a motion passed approving those items listed on Exhibit B of the First Quarter 2023 Surplus Disposition – Supplemental be declared surplus and be sold for high bid or disposed of according to policy in the first quarter of 2023.

- B. Consideration of a Resolution Amending the District's Water Service Rates and Charges for Single Family, Multiple Family, and Commercial/Industrial Customers for Water Utility Service

President Wolfe opened the public hearing.

There being no questions from the Board or the public, the public hearing was closed.

A motion unanimously passed approving Resolution No. 6106 amending the District's Water Service Rates and charges for single family, multiple family, and commercial/industrial customers for Water Utility Service.

5. CEO/GENERAL MANAGER REPORT

CEO/General Manager John Haarlow reported on District related topics and accomplishments.

6. COMMISSION BUSINESS

A. Commission Reports

There were no Commission Reports.

B. Commissioner Event Calendar

Commissioner Logan added the Lake Stevens Cub Scout presentation scheduled for February 10, 2023.

C. Consideration of a Resolution Amending the Terms and Conditions of John A. Haarlow's Employment as CEO/General Manager of the District

A motion unanimously passed approving Resolution No. 6107 amending the terms and conditions of John A. Haarlow's employment as CEO/General Manager of the District.

D. Discussion – Board Retreat

Commissioner Wolfe opened the discussion on the planning for a future Board retreat.

The discussion included reviewing Board policies with identified issues and revisiting the Board Owner Linkage plan. The Board agreed to work with Commission & Executive Services Director Melissa Collins who will narrow down the topics the commission would like to cover during the retreat. Ms. Collins will then work with the CEO/General Manager to scope out the expectations, purpose of the retreat, and what would be accomplished. It will then be determined by the commissioners if bringing in a facilitator would be valuable or not.

7. GOVERNANCE PLANNING

A. Governance Planning Calendar

There were no changes to the Governance Planning Calendar.

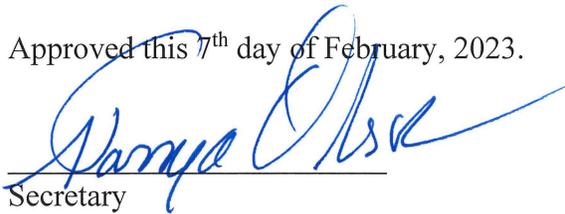
EXECUTIVE SESSION

The Regular Meeting recessed at 2:17 p.m. and reconvened at 2:22 p.m. into Executive Session to discuss the performance of a public employee part two, under the terms set forth in the Open Public Meetings Act. Those in attendance were Commissioners Rebecca Wolfe, Sidney Logan, and Tanya Olson; Interim General Counsel Shawn Aronow; Assistant General Counsel Branda Andrade; and Commission & Executive Services Director Melissa Collins. The Executive Session concluded at 2:39 p.m. with no public announcements. The Regular Meeting adjourned upon conclusion of the Executive Session.

ADJOURNMENT

There being no further business or discussion to come before the Board, the Regular Meeting of January 24, 2023, adjourned at 2:39 p.m. An audio file of the meeting is on file in the Commission Office and available for review.

Approved this 7th day of February, 2023.


Secretary


President


Vice President