

OVERTON POWER DISTRICT NO. 5
BOARD MEETING

April 19, 2017

4:00 P.M.

Mesquite, Nevada

PRESENT: Mr. Mike Fetherston, Chairman
Mr. Doug Waite, Vice Chairman
Mr. Mike Young, Secretary / Treasurer
Mr. Robert Bunker, Trustee
Mr. Chad Leavitt, Trustee
Mrs. Judy Metz, Trustee
Mr. Jack Nelson, Trustee
Mr. Byron Mills, Attorney

Mr. Mendis Cooper, General Manager
Mrs. Teresa Romero, Assistant General Manager / Finance & Administration Manager
Mr. Jon Jensen, Engineering Manager
Mr. Bruce Hughes, Manager of Transmission & Distribution Operations
Mrs. MeLisa Garcia, Accounting Supervisor
Mrs. Becky LaGrow, Executive Assistant

Note: The minutes of this meeting have been tape-recorded and will remain on file in the District's main office for a period of one-year for public examination.

CALL TO ORDER

ORDER OF BUSINESS: At 4:00 p.m. Mr. Mike Fetherston called the meeting of the Overton Power District No. 5 Board of Trustees to order. The agenda items were addressed in the following order:

PUBLIC COMMENTS

All Public Comments are recorded and available upon request.

APPROVAL OF THE MINUTES

The minutes of the March 15, 2017 Board Meeting were unanimously approved as written.

CHAIRMAN'S REPORT

Mr. Mike Fetherston thanked the linemen in appreciation of their work in honor of Lineman Appreciation Day in April.

MANAGER'S REPORTS

- **ENGINEERING & OPERATIONS**

Mr. Jon Jensen reported on the arrival and installation of two new transformers for Dinosaur Substation. As a cost saving measure, a local crane company was hired for the day to do the needed work. At the substation, the current transformer was loaded on a truck to be moved to Canyon Substation later in the day and the first new transformer was set into place. Then the second transformer arrived and was set into place. The old Dinosaur transformer was then taken to Canyon Substation and was set into bay two. A special thank you went out to Boyd Evans of the Engineering Department, he handled the planning, bidding, purchasing, contracts and logistics of the project. Mike Young stated the Board and the ratepayers' thanks everyone involved for a job well done. Judy hopes a press release will go out to the newspapers to let the ratepayers know about this project.

- **CONSTRUCTION**

Mr. Bruce Hughes reported that due to recent wind storms, there were four unplanned outages in Overton. There were two unplanned outages in Mesquite that were not weather related. The Overton crew is working on numerous repairs and pole changes caused by wind damage, the AMI system at Overton Substation, and tree cleanup. The Mesquite crew worked on numerous hookups, Mesquite Manor pole change, and assisted in setting three transformers. Mr. Hughes gave a short presentation on the work the crews did on the 138 Steel structure and wreck-out at Long Drive in Mesquite. Mr. Young asked about the reliability and the durability of the steel structure. Mr. Hughes responded, they are more reliable and have a much longer life. The topic for the April Safety meeting was Hazcom. Judy Metz asked if the fire departments have a list of chemicals on hand. Bruce explained, the fire departments for Mesquite and the County inspect the warehouses each year and see what we have and where it is located. This month there were thirty residential and one commercial hook-ups. To date the No Loss Time Record stands at 9 years, 6 months, and 5 days. Judy Metz asked, is something special being planned for the ten-year safety record. There are plans in the works responded Mendis Cooper.

- **GENERAL MANAGER**

Mr. Mendis Cooper reported he has had a couple of meetings this month regarding transmission. Silver State Energy Association (SSEA) and the Eastern Nevada Transmission Project is making progress and moving faster. There has been some communication with NV Energy regarding the tri-party agreement and transmission also. Work continues on these items and progress is being made. Mr. Cooper also talked about his recent attendance at the Colorado River Energy Distributors Association (CREDA) meeting and subsequent tour of Glen Canyon Dam. Finally, an update was given on the progress of items affected by ballot Question 3 or Energy Choice.

- **FINANCE AND ADMINISTRATION**

Mrs. Terry Romero had no report at this time.

- **ACCOUNTING**

Mrs. Garcia gave the financial report for March 2017, a copy of which is on file.

ATTORNEY'S REPORT

Mr. Byron Mills had no report at this time.

ACCEPTANCE OF THE ANNUAL AUDIT REPORT BY HAFEN, BUCKNER, EVERETT & GRAFF

In March 2017, Wayne Everett of the accounting firm of Hafen, Buckner, Everett and Graff presented the findings of the District's 2016 financial data. A motion was made by Mike Young and seconded by Judy Metz to accept the annual audit report from Hafen, Buckner, Everett, and Graff as presented. The Board voted seven (7) ayes and zero (0) nays in approval.

REVIEW AND POSSIBLE APPROVAL OF OPD POLICY OPD-P-02.301 VACATIONS

The Vacation Leave Policy was last reviewed and approved in January 2009. Staff has reviewed the policy and made some suggested minor changes. Mike Young stated he would like to see employees use their leave time as it is important to take time to reset and spend time with family. Doug Waite and Judy Metz would like to see the item brought back next month with solid figures regarding the number of employees not using time and the amount of money being held as an accounting liability. After discussion by the Board, a motion was made by Mike Young and seconded by Bob Bunker to accept the policy as presented with two (2) changes. Under Item B – Vacation Usage, the employees will be paid for any unused vacation at 75% of their normal rate at the anniversary of their hire date, instead of being paid at 100% at the end of the calendar year. All other changes were approved a written. The Board voted seven (7) ayes and zero (0) nays in approval.

REVIEW AND POSSIBLE APPROVAL OF OPD POLICY OPD-P-03.301 SICK LEAVE

The Sick Leave Policy was last reviewed and approved in February 2009. Staff has reviewed the policy and has provided suggested changes and updates to the policy. After discussion by the Board, a motion was made by Mike Young and seconded by Bob Bunker to accept the policy as presented. The Board voted seven (7) ayes and zero (0) nays in approval.

REVIEW AND POSSIBLE APPROVAL OF OPD POLICY OPD-P-04.201 LEAVES OF ABSENCE

The Leaves of Absence Policy was last reviewed and approved in June 2012. Staff has reviewed the policy and has provided some suggested updates to the policy. After discussion by the Board, a motion was made by Chad Leavitt and seconded by Judy Metz to approve the policy as present with one addition. Eligibility for leave is determined by the General Manager or appointed designee. The Board voted seven (7) ayes and zero (0) nays in approval.

PUBLIC COMMENTS

All Public Comments are recorded and available upon request.

BOARD COMMENTS

Judy Metz explained she went to Portland and was without power for four days. She believes one needs to have a bad experience outside our service territory to realize what great customer service we provide and what a competent job our employees do.

Mike Young asked when staff is gathering information what type of entities do we contact? Mr. Cooper stated, statistics are taken from water districts, other utilities our size and the City of Mesquite.

Jack Nelson stated that compared to the Clack County School District, the District’s sick leave and vacation package is very competitive.

Chad Leavitt thanks staff for the speed in addressing the recent outage in Moapa. All expectations were met, social media information was excellent.

APPROVAL OF NEXT MEETING DATE

The next regularly scheduled Board Meeting date will be Wednesday, May 17, 2017. The meeting will be held in the Overton Office at 4:00 PM. The Board voted seven (7) ayes and zero (0) nays in approval.

EXECUTIVE – CLOSED DOOR SESSION

There was no Executive Session.

ADJOURNMENT

The Board voted unanimously to adjourn at 5:30 PM.

Chairman, Mike Fetherston

Vice Chairman, Doug Waite

Secretary / Treasurer, Mike Young