



P.O. Box 638 • 855 NE Marsh Lane • McMinnville, Oregon 97128
503-472-6158 • FAX 503-472-5211

TENTATIVE AGENDA
Monthly Meeting
July 18, 2017

McMinnville Water & Light Commission

5:00 p.m. – McMinnville Water & Light Commission Room

1. Call to Order
2. Roll Call
3. Consent Agenda*
 - a. Minutes of Previous Meetings Dated June 14 and June 20, 2017 *pages 3-5*
 - b. Recommendation to Purchase 12.5 Ton Heat Pump *page 6*
4. Accounts Payable and Purchasing Reports for June *pages 7-25*
5. Consultant and Partner Reports
 - a. Mason, Bruce & Girard Report *page 26*
6. Appearance Requests
 - a. Cascade Steel Rolling Mills *pages 27-28*
7. Staff Reports
8. Old Business
9. New Business
 - a. Dave Haugeberg Presentation
 - b. Energy Efficiency Services Contract *page 29*
 - c. Recommendation to Purchase Emergency Trailer *page 30*
 - d. Request to Purchase Emergency Food *page 31*
 - e. Request for Approval of Alternate Operations Site Building at Fox Ridge *pages 32-35*
 - f. Recommendation to Purchase Replacement Telephone System *pages 36-37*
10. Executive Session
11. General Manager Comments
12. Commissioner Comments
13. Information *pages 38-44*
14. Adjournment

**Items listed under the consent agenda are considered to be routine MW&L matters and will be approved by a single motion of the Commission without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Commission.*

Low Rate

Municipal -
Ownership
SINCE
1889

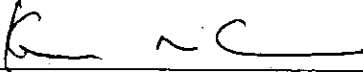


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July 14, 2017

MEETING NOTICE

The regular meeting of the McMinnville Water & Light Commission will be held Tuesday July 18, 2017 at 5:00 p.m., at McMinnville Water & Light's Commission Room at 855 NE Marsh Lane.


Kem M. Carr, General Manager

Copy: Mayor
Commissioners
Commission Attorney
News-Register
KLYC
Nicole Montesano

2
Low Rates

Municipal
Ownership
SINCE
1889

Dependable Service

KEM M. CARR, General Manager
MARY ANN NOLAN, Clerk

WATER AND LIGHT COMMISSION
SCOTT A. HILL, Mayor • TOM TANKERSLEY, Chair
MIKE KEYES • ED GORMLEY • PATRICK FUCHS

McMinnville Water & Light
Special Commission Meeting
June 14, 2017

The McMinnville Water & Light Commission met in special session at McMinnville Water & Light's Warehouse Lunchroom at 11:00 a.m. Those present were: Mayor Scott Hill; Commissioners Patrick Fuchs, Tom Tankersley, Ed Gormley, Mike Keyes; Commission Attorney Sam Justice, General Manager Kem Carr, Clerk Mary Ann Nolan, Financial Analyst Jaime Phillips, Power Resource Manager Rick Rozanski, Lead Utility Accountant Eric Silberg, Engineering & Operations Manager John Dietz, Finance Directors Mark Carlton and Mark Dunmire, Mark Beauchamp of Utility Financial Solutions, Mark Davis.

Mayor Hill called the meeting to order.

Clerk Nolan took roll call.

Mr. Mark Beauchamp of Utility Financial Solutions began the electric cost of service workshop portion of the meeting by stating that he was prepared to talk about the cost of service study results, the progress that has been made with respect to the residential rates in recent years, and that he planned to ask the Commission for direction in a few areas to assist him in designing rates for future Commission consideration. There was discussion throughout the presentation, with the Commission stating their preferences and providing guidance to staff regarding rate design. General Manager Carr stated that once staff has final numbers from the Bonneville Power Administration, the Commission will see the proposed rates for consideration and a public hearing probably in August or September.

General Manager Carr stated that there was a resolution in the packet regarding an agreement for purchase of property from Yamhill County. The property is located on the Willamette River, is a little larger than five acres, is for a water intake site, and the price is \$165,000. The Yamhill County Commission has already approved the agreement. Commission Attorney Justice read Resolution No. 2017-2 by title. It was moved by Commissioner Gormley and seconded by Commissioner Tankersley to approve Resolution No. 2017-2, a resolution authorizing and approving the purchase of real property by the City of McMinnville, acting by and through its Water & Light Commission, from Yamhill County, a political subdivision of the State of Oregon. The Clerk was asked to poll the Commission. Commissioner Tankersley-aye, Commissioner Keyes-aye, Commissioner Fuchs-aye, Commissioner Gormley-aye, Mayor Hill-aye. Motion passed unanimously.

Commissioner Keyes made comments regarding information staff had provided as follow-up to discussion during the budget presentation at the May meeting regarding security, specifically related to McMinnville Water & Light's business software provider, National Information Solutions Cooperative (NISC). There was a brief discussion.

Commissioner Tankersley stated that he wished to make a brief follow-up motion on the real estate purchase which was previously approved. Commissioner Tankersley made a motion for the Commission attorney to consult with County counsel to select a local title company and insert that name into the agreement approved by Resolution 2017-2. General Manager Carr stated that title companies and hazardous assessment companies have already been determined. Commissioner Tankersley withdrew his previous motion. It was moved by Commissioner Tankersley, seconded by Commissioner Gormley, and passed by a unanimous vote to insert First American Title into the blank in the agreement approved by Resolution 2017-2.

There being no further business, the meeting was adjourned.

Prepared by:

Presided by:

Mary Ann Nolan, Clerk

Mayor & Ex-Officio Member of the
Water and Light Commission

McMinnville Water & Light
Commission Meeting
June 20, 2017

The McMinnville Water and Light Commission met in regular session at McMinnville Water and Light's Warehouse Lunchroom at 5:00 p.m. Those present were: Mayor Scott Hill, Commissioners Patrick Fuchs, Tom Tankersley, Ed Gormley; Commission Attorney Sam Justice, General Manager Kem Carr, Clerk Mary Ann Nolan, Engineering & Operations Manager John Dietz, Finance Directors Mark Carlton and Mark Dunmire, Electric Distribution Superintendent Scott Rosenbalm, Water Superintendent Bob Klein, Brent Keller of Mason, Bruce & Girard, Gary Eastlund of Hagan Hamilton Insurance Services, Mark Davis.

Mayor Hill called the meeting to order.

Clerk Nolan took roll call. Commissioner Keyes was excused from the meeting.

Mayor Hill read the items on the consent agenda. It was moved by Commissioner Gormley, seconded by Commissioner Fuchs, and passed by a unanimous vote to approve the items listed on the consent agenda:

1. Commission authorization to purchase single-phase transformers from Anixter/GE for \$65,335.00 and Ermco for \$45,520.00 as the quote that serves the best interests of McMinnville Water and Light in accordance with ORS 279B.070 regarding intermediate procurements.
2. Commission authorization to purchase three-phase transformers from Ermco for \$64,751.00 and Anixter/CG for \$6,667.00 as the quote that serves the best interests of McMinnville Water and Light in accordance with ORS 279B.070 regarding intermediate procurements.
3. Commission authorization to award purchase agreements for the annual requirement of drinking water treatment chemicals to Alpine Technical Services, Cascade Columbia Distribution, Chemtrade Chemicals and Univar USA for a total of \$113,995.30 as the bids that serve the best interests of McMinnville Water and Light in accordance with ORS 279B.070 regarding intermediate procurements.
4. Commission authorization to purchase wood distribution power poles from McFarland Cascade for \$15,440.00 as the quote that serves the best interests of McMinnville Water and Light in accordance with ORS 279B.070 regarding intermediate procurements.

Mayor Hill asked for any discussion regarding the accounts payable and purchasing reports that were included in the Commission packet.

Mr. Brent Keller of Mason, Bruce & Girard gave his monthly report on forest management activities.

Commissioner Tankersley stated that he understood that there was a minor change in the exact language of the agreement to purchase property from Yamhill County which was approved at the June 14, 2017 Commission meeting. General Manager Carr explained that it was a minor change. The change provided for the contract remedy of specific performance. There was a brief discussion. It was moved by Commissioner Tankersley, seconded by Commissioner Gormley, and passed by a unanimous vote to approve and ratify the changes in the form of agreement that was attached to Resolution No. 2017-2 and approved by the Commission on June 14, 2017, said changes relating to specific performance, and authorizing the Mayor and Clerk to sign.

Mr. Gary Eastlund of Hagan Hamilton Insurance Services referred to his stewardship report letter in the Commission packet and presented the proposed insurance program for 2017-18. There was a discussion. It was moved by Commissioner Gormley, seconded by Commissioner Fuchs, and passed by a unanimous vote to approve the 2017-18 insurance programs recommended by Gary Eastlund consisting of an annual premium of \$282,302 for the insurance package from City County Insurance Services (CIS), a deposit premium of

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\$32,740 (35% of estimated annual premium) for workers' compensation coverage with CIS, and an annual premium of \$84,566 for excess earthquake coverage from Lloyds of London.

Water Superintendent Bob Klein presented the staff recommendation for a sole source purchase of a heater for the hypochlorite generation system at the water treatment plant. The memorandum in the Commission packet explained details of the recommendation. There was a discussion. Commissioner Tankersley made a motion to approve the purchase of a Chromalox NWH-3-018P-E1 heater for the hypochlorite generation system at the Scott Water Treatment Plant from Chromalox, Inc. for \$5,300.00 via a sole source purchase, based on discussion with staff and adopting the findings in the memorandum in the Commission packet on page 51, with addition of finding No. 6 "to preserve the remainder of the warranty to the generation system", pending a Notice of Sole-Source Procurement being posted and no protests being filed. Commissioner Fuchs seconded the motion and it passed by a unanimous vote.

Engineering & Operations Manager John Dietz used Google Earth to show the location of a new hotel project at NE Ford and NE Fourth Streets. Commissioner Fuchs stated that he would abstain from the discussion and the vote due to a potential conflict of interest. Mr. Dietz referred to information in the Commission packet which contained details of how construction of this hotel would impact McMinnville Water & Light facilities and a staff recommendation to use \$36,076.23 from the electric underground conversion fund to underground utility service to adjacent customers. Mr. Dietz stated that all specific review criteria listed in Resolution 2008-10 (criteria 1 to 10) apply in a positive manner to the project and that he is recommending use of the specified funds for this project. There was a discussion. Based on staff's explanation and statement regarding review criteria and staff's recommendation Commissioner Gormley made a motion to authorize use of the estimated \$36,076.23 from the Electric Underground Conversion Fund for work to be done in conjunction with construction of a new hotel at NE Ford & NE Fourth Streets. Commissioner Tankersley seconded the motion. The motion passed by the affirmative votes of Commissioner Tankersley, Commissioner Gormley, and Mayor Hill. Commissioner Fuchs abstained from voting.

Finance Director Mark Carlton referred to information in the Commission packet regarding update of McMinnville Water & Light's investment policy and read some of the requirements necessary for a local government to qualify to invest in the Oregon Local Government Investment Fund (OLGIF). This topic was discussed at the March 2017 meeting and as follow-up Mr. Carlton had obtained answers to Commission questions and various changes had been made to the draft policy resolution. The staff request was for authorization to send the draft policy resolution to the Oregon Short Term Fund Board (OSTFB) by their August deadline for review and comment. The policy would then come back to the Commission for final review and approval. There was a discussion. It was moved by Commissioner Tankersley, seconded by Commissioner Gormley, and passed by a unanimous vote to authorize staff to send the draft investment policy resolution to the Oregon Short Term Fund Board for their review and comment, after making the changes that were discussed to clarify portions of the policy by including reference to the Commissioners where appropriate.

Finance Director Mark Carlton referred to information in the Commission packet and asked for approval to update bank account signatures due to his upcoming retirement. The form will remove Mark Carlton and add Mark Dunmire, the new Finance Director. It was moved by Commissioner Gormley, seconded by Commissioner Tankersley, and passed by a unanimous vote to authorize signature of the U.S. Bank Appendix A-1 form, as presented by staff, which will remove retiring Finance Director Mark Carlton, and add new Finance Director Mark Dunmire, as account signer.

There being no further business, the meeting was adjourned.

Prepared by:

Presided by:

Mary Ann Nolan, Clerk

Mayor & Ex-Officio Member of the
Water and Light Commission

McMINNVILLE WATER & LIGHT
M E M O R A N D U M

TO: McMinnville Water & Light Commission **DATE:** July 12, 2017
FROM: Chad Hudson, Purchasing Manager **RE:** 12.5 Ton Heat Pump Purchase

Action Requested

Commission authorization to purchase one 12.5 ton heat pump system, including installation, from Advanced Mechanical for \$20,488.00 as the quote that serves the best interests of MW&L in accordance with ORS 279C.412 and 279C.414 regarding intermediate procurements.



Discussion

Informal quotations were solicited from four local HVAC contractors for the installation of a new 12.5 ton roof top heat pump system for the south side of the building. The quoted price includes the heat pump, permit, engineering, crane and installation. The proposed purchase was included in the Commission approved budget (\$30,000 budgeted) and would replace a 2003 unit.

The quote results are as follows:

<u>Contractor</u>	<u>Quote</u>
Advanced Mechanical	\$ 20,488.00
Dr. HVAC	\$ 21,372.00
Webster Heating & Air Conditioning	\$ 25,000.00
Comfort Control Heating, Inc.	\$ 26,540.00

Staff is recommending award to Advanced Mechanical for the total price of \$20,488.00 as the quote that serves the best interests of MW&L in accordance with ORS 279C.412 and 279C.414 regarding intermediate procurements.

Signature/Date  7/13/17		6	General Manager:  7/13/17	Approved for Commission Scheduling:
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Accounts Payable
Check Register

06/16/2017 To 07/14/2017

Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84451 06/16/2017	CHK	1482	ACCESS INFORMATION PROTECTED	SHREDDING SERVICES SHREDDING SERVICES	94.10 62.74
Total for Check/Tran - 84451:					156.84
84452 06/16/2017	CHK	999	PAULA A AHART	U/B REFUND @ 1360 SW PHYLLIS DR	40.00
84453 06/16/2017	CHK	27500	ANIXTER POWER SOLUTIONS, LLC	ELECTRICAL SUPPLIES CONDUCTOR ELECTRICAL SUPPLIES	303.75 11,747.46 6,327.00
Total for Check/Tran - 84453:					18,378.21
84454 06/16/2017	CHK	4581	ASSOCIATED ARBORISTS	TREE TRIMMING W/E 6/3/17	7,418.93
84455 06/16/2017	CHK	13300	BRETTTHAUER OIL CO	CARDLOCK FUEL CARDLOCK FUEL	2,333.37 1,555.58
Total for Check/Tran - 84455:					3,888.95
84456 06/16/2017	CHK	2661	CDW GOVERNMENT	IT SUPPLIES IT SUPPLIES	23.73 15.82
Total for Check/Tran - 84456:					39.55
84457 06/16/2017	CHK	2444	CEDAR MILL CONSTRUCTION COMPAN	LOBBY SECURITY UPGRADES	41,589.14
84458 06/16/2017	CHK	1607	EDGE ANALYTICAL LABORATORIES	WATER TESTING WATER TESTING	108.00 24.00
Total for Check/Tran - 84458:					132.00
84459 06/16/2017	CHK	3127	FASTENAL COMPANY	SHOP SUPPLIES SHOP SUPPLIES	5.74 3.82
Total for Check/Tran - 84459:					9.56
84460 06/16/2017	CHK	8030	FERGUSON ENTERPRISES INC	WATER METER BOXES AND LIDS watts backflow assy	1,613.44 1,290.59
Total for Check/Tran - 84460:					2,904.03
84461 06/16/2017	CHK	2374	FIRE EXTINGUISHER SERVICE CENTER	annual fire system test annual fire system test	384.00 256.00
Total for Check/Tran - 84461:					640.00
84462 06/16/2017	CHK	18850	HD SUPPLY WATERWORKS LTD	LOWER STEM PIN SEAT RING UPPER/LOWER	13.32 540.88
Total for Check/Tran - 84462:					554.20

Accounts Payable
Check Register

06/16/2017 To 07/14/2017

Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84463 06/16/2017	CHK	999	GREGORY JONES	U/B REFUND @ 1872 NW COTTONWOOD R	35.00
84464 06/16/2017	CHK	1168	LOCATING INC.	UNDERGROUND LOCATES W/E 5/27/17	844.60
				UNDERGROUND LOCATES W/E 5/27/17	92.75
Total for Check/Tran - 84464:					937.35
84465 06/16/2017	CHK	2018	LOOMIS ARMORED US, LLC	ARMORED CAR SERVICE	179.12
				ARMORED CAR SERVICE	119.42
Total for Check/Tran - 84465:					298.54
84466 06/16/2017	CHK	15950	MV ADVANCEMENTS	JANITORIAL SERVICES	1,138.66
				JANITORIAL SUPPLIES	214.73
				JANITORIAL SERVICES	759.11
				JANITORIAL SUPPLIES	143.16
Total for Check/Tran - 84466:					2,255.66
84467 06/16/2017	CHK	394	N.I.S.C.	STAKING, MAY 2017	585.80
				WINDMILL, MAY 2017	250.00
				SECURE PAY, MAY 2017	144.30
				BASE FEE, MAY 2017	5,611.92
				DOCUMENT VAULT, MAY 2017	156.20
				STAKING, MAY 2017	390.53
				SECURE PAY, MAY 2017	96.20
				BASE FEE, MAY 2017	3,741.28
				DOCUMENT VAULT, MAY 2017	104.13
				BASE FEE, MAY 2017	75.63
				CIS BILLING, MAY 2017	2,294.81
				POSTAGE, MAY 2017	3,301.91
				CIS BILLING, MAY 2017	1,529.87
				POSTAGE, MAY 2017	2,201.28
				CONVENIENCE FEE, APRIL 2017	5,628.75
				LABOR MANAGEMENT WKSHP/C BURNH	195.00
				POSTAGE, MAY 2017	86.03
				LABOR MANAGEMENT WKSHP/C BURNH	130.00
				POSTAGE, MAY 2017	57.35
Total for Check/Tran - 84467:					26,580.99
84468 06/16/2017	CHK	17600	NORTHWEST PUBLIC POWER ASSOCIA	JOURNEYMAN LINEMAN JOB ADVERTISI	115.00
84469 06/16/2017	CHK	1167	ONE CALL CONCEPTS INC	EXCAVATION NOTIFICATION	191.52
				EXCAVATION NOTIFICATION	127.68



Accounts Payable
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06/16/2017 To 07/14/2017

Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84470 06/16/2017	CHK	459	OREGON EMPLOYER COUNCIL	OEC SEMINAR/M NOLAN OEC SEMINAR/M NOLAN	319.20
Total for Check/Tran - 84469:					319.20
84471 06/16/2017	CHK	20000	PORTLAND GENERAL ELECTRIC	WATER SHED ELECTRIC	36.00
84472 06/16/2017	CHK	999	RAYS AUTO SERVICE	U/B REFUND @ 712 NE 3 ST	24.00
84473 06/16/2017	CHK	2243	RECOLOGY OREGON COMPOST	WTP GARBAGE	60.00
84474 06/16/2017	CHK	2149	US BANK EQUIPMENT FINANCE	CONTRACT PAYMENT CONTRACT PAYMENT	31.21
Total for Check/Tran - 84470:					39.10
Total for Check/Tran - 84474:					20.00
84475 06/16/2017	CHK	2673	VERIZON WIRELESS	D CHRISTIE/CELLULAR PHONES M DEPPE/CELLULAR PHONES R TIMM/CELLULAR PHONES MIFI-8340/CELLULAR PHONES M DEPPE/CELLULAR PHONES R TIMM/CELLULAR PHONES ELECTRIC STANDBY TABLET/CELLULAR ELECTRIC STANDBY/CELLULAR PHONES S ROSENBALM/CELLULAR PHONES GABE JETPACK-0655/CELLULAR PHONES METER SHOP JETPACK/CELLULAR PHONE J DIETZ/CELLULAR PHONES K CARR/CELLULAR PHONES D CHRISTIE/CELLULAR PHONES MTR/RDR CELL-8087/CELLULAR PHONES PJ JETPACK-0965/CELLULAR PHONES MIFI 595 ELECTRIC/CELLULAR PHONES MIFI 630 ELECTRIC/CELLULAR PHONES S WENDELL/CELLULAR PHONES MIFI-8340/CELLULAR PHONES SPARE PHONE2-7026/CELLULAR PHONES S WENDELL/CELLULAR PHONES R KLEIN/CELLULAR PHONES ROBERT KLEIN TABLET/CELLULAR PHON WATER STANDBY/CELLULAR PHONES	28.00 18.00 18.00 24.01 24.01 31.59 31.59 40.01 40.01 49.59 40.01 40.01 29.75 29.75 31.59 29.75 177.74 40.01 40.01 18.00 16.00 59.59 31.59 49.59 40.01 49.59

Accounts Payable
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06/16/2017 To 07/14/2017

Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				WTP JETPACK-5516/CELLULAR PHONES	40.01
				WTP STANDBY/CELLULAR PHONES	29.45
				J DIETZ/CELLULAR PHONES	19.84
				K CARR/CELLULAR PHONES	19.84
				MTR/RDR CELL-8087/CELLULAR PHONES	19.84
				PJ JETPACK-0965/CELLULAR PHONES	118.50
				MIFI 594 WATER/CELLULAR PHONES	40.01
Total for Check/Tran - 84475:					1,285.68
84476	06/16/2017	CHK 27200	WEST OREGON ELECTRIC CO-OP INC	WTP ELECTRIC	9,583.61
84484	06/23/2017	CHK 1575	AFLAC	CANCER INSURANCE	542.10
				CANCER INSURANCE	663.62
Total for Check/Tran - 84484:					1,205.72
84485	06/23/2017	CHK 1775	ALTEC INDUSTRIES INC	ROTARY JOINT KIT	1,133.02
				SHIPPING	107.64
				VEHICLE SUPPLIES	463.05
Total for Check/Tran - 84485:					1,703.71
84486	06/23/2017	CHK 99	JARED ANDERSON	EE/DUCTLESS HP @ 4714 NE RIVERSIDE L	600.00
84487	06/23/2017	CHK 27500	ANIXTER POWER SOLUTIONS, LLC	100 amp fuse	737.50
				6 amp fuse	315.00
				80 amp fuse	737.50
Total for Check/Tran - 84487:					1,790.00
84488	06/23/2017	CHK 999	ANNE THOMPSON	TERMINATION OF EXTENSION AGREMNT/	35,508.22
84489	06/23/2017	CHK 4581	ASSOCIATED ARBORISTS	TREE TRIMMING W/E 6/10/17	9,204.64
84490	06/23/2017	CHK 99	BISHOP & SON CONSTRUCTION	EE/INSULATION @ 2716 NE LEATHERS LN	3,060.00
84491	06/23/2017	CHK 99	BISHOP & SON CONSTRUCTION	EE/INSULATION @ 2710 NE LEATHERS LN	3,060.00
84492	06/23/2017	CHK 995	BLUE STAR GAS	PROPANE FOR FORKLIFT	28.00
84493	06/23/2017	CHK 13300	BRETTHAUER OIL CO	diesel	2,839.87
84494	06/23/2017	CHK 999	JERRI L BUZO	U/B REFUND @ 1501 SW BAKER ST #8	13.87
84495	06/23/2017	CHK 1570	KEM M CARR	TRAVEL EXPENSES	82.10
				TRAVEL EXPENSES	11.60
Total for Check/Tran - 84495:					93.70

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Accounts Payable
Check Register

06/16/2017 To 07/14/2017

Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84496 06/23/2017	CHK	3916	CASCADE COLLECTIONS INC	COLLECTIONS, MAY 2017	202.50
				COLLECTIONS, MAY 2017	37.36
				COLLECTIONS, MAY 2017	66.44
Total for Check/Tran - 84496:					306.30
84497 06/23/2017	CHK	4280	CASCADE COLUMBIA DISTRIBUTION C	polymer	1,694.43
84498 06/23/2017	CHK	2661	CDW GOVERNMENT	USB cable switch	2.56
				USB cable	86.63
				switch	1.70
					57.76
Total for Check/Tran - 84498:					148.65
84499 06/23/2017	CHK	4410	CINTAS CORPORATION 463	LAUNDRY SERVICES W/E 6/5/17	51.83
				LAUNDRY SERVICES W/E 6/5/17	34.56
				LINEMAN LAUNDRY SERVICES W/E 6/5/17	96.73
				LAUNDRY SERVICES W/E 6/12/17	47.51
				LAUNDRY SERVICES W/E 6/12/17	31.68
				LINEMAN LAUNDRY SERVICES W/E 6/12/17	100.79
Total for Check/Tran - 84499:					363.10
84500 06/23/2017	CHK	2045	CIS TRUST	BCBS MEDICAL INSURANCE	55,283.89
				RETIRE MEDICAL INSURANCE	4,612.66
				BCBS MEDICAL INSURANCE	48,180.19
				DPBC MEDICAL INSURANCE	721.08
				RETIRE MEDICAL INSURANCE	6,955.79
Total for Check/Tran - 84500:					115,753.61
84501 06/23/2017	CHK	5800	CONSOLIDATED SUPPLY CO	WATER SUPPLIES	783.87
				CUSTOMER SERVICE CREDIT	-25.00
				WATER SUPPLIES	383.60
				WATER SUPPLIES	885.00
				WATER SUPPLIES	1,043.30
				10" tyton joint gasket	93.12
				12" tyton joint gasket	119.52
				6 tyton joint gasket	51.12
				8" tyton joint gasket	87.60
				WATER SUPPLIES	861.52
				6" MJ GASKET	9.00
Total for Check/Tran - 84501:					4,292.65

Accounts Payable
Check Register

06/16/2017 To 07/14/2017

Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84502 06/23/2017	CHK	1607	EDGE ANALYTICAL LABORATORIES	WATER TESTING	120.00
				WATER TESTING	120.00
				WATER TESTING	108.00
				WATER TESTING	432.00
				WATER TESTING	42.00
				WATER TESTING	120.00
Total for Check/Tran - 84502:					942.00
84503 06/23/2017	CHK	1949	ENVIRO-CLEAN EQUIPMENT, INC.	VEHICLE SUPPLIES	44.13
				VEHICLE SUPPLIES	29.41
Total for Check/Tran - 84503:					73.54
84504 06/23/2017	CHK	1776	ESCI, INC.	SAFETY TRAINING SERVICES	1,043.40
				SAFETY TRAINING SERVICES	695.60
Total for Check/Tran - 84504:					1,739.00
84505 06/23/2017	CHK	3127	FASTENAL COMPANY	SHOP SUPPLIES	5.74
				SHOP SUPPLIES	3.82
Total for Check/Tran - 84505:					9.56
84506 06/23/2017	CHK	2489	FIKES OF OREGON	AIR FRESHENER	21.12
				AIR FRESHENER	14.08
Total for Check/Tran - 84506:					35.20
84507 06/23/2017	CHK	2374	FIRE EXTINGUISHER SERVICE CENTER	fire extinguisher maint tamper seals	653.70
				fire extinguisher main tamper seals	66.15
					435.80
					44.10
Total for Check/Tran - 84507:					1,199.75
84508 06/23/2017	CHK	99	FOUR SEASONS HEATING AND AIR CO	EE/DUCTLESS HP @ 1527 NW 2 ST	3,799.00
84509 06/23/2017	CHK	9000	GENERAL PACIFIC INC	current transformers	3,768.00
				ELECTRICAL SUPPLIES	555.60
				CONDUCTOR	21,135.45
				1" ert meter	280.47
				2" ert meter	689.00
				ELECTRICAL SUPPLIES	5,284.78
Total for Check/Tran - 84509:					31,713.30
84510 06/23/2017	CHK	4777	LIFEMAP ASSURANCE COMPANY	LIFE INSURANCE	791.71
				LTD INSURANCE	767.38

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Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84511 06/23/2017	CHK	999	KENNETH R LIGHTNER	LIFE INSURANCE	856.71
84512 06/23/2017	CHK	1168	LOCATING INC.	LTD INSURANCE	778.96
Total for Check/Tran - 84510:					3,194.76
Total for Check/Tran - 84512:					355.98
U/B REFUND @ 1440 NE 9 AV					716.05
UNDERGROUND LOCATES W/E 6/3/17					143.75
UNDERGROUND LOCATES W/E 6/3/17					782.10
UNDERGROUND LOCATES W/E 6/10/17					206.00
Total for Check/Tran - 84512:					1,847.90
84513 06/23/2017	CHK	4497	MAILFINANCE, INC.	Mail machine lease	85.90
mail machine lease					57.26
Total for Check/Tran - 84513:					143.16
84514 06/23/2017	CHK	15200	MCMINNVILLE WATER AND LIGHT	WALNUT CITY SUB ST	12.11
12300 NW FOX RIDGE RD					67.00
Total for Check/Tran - 84514:					79.11
84515 06/23/2017	CHK	15300	MEISEL ROCK PRODUCTS	CRUSHED ROCK	932.82
CRUSHED ROCK					894.64
Total for Check/Tran - 84515:					1,827.46
84516 06/23/2017	CHK	999	WILLIAM M MOON	U/B REFUND @ 3543 NE JOEL ST	200.00
84517 06/23/2017	CHK	999	ANDREW J MURGA	U/B REFUND @ 920 NW MONTEREY DR	108.79
84518 06/23/2017	CHK	17200	NORTHWEST LOGGING SUPPLY INC	VEHICLE SUPPLIES	29.94
VEHICLE SUPPLIES					19.96
Total for Check/Tran - 84518:					49.90
84519 06/23/2017	CHK	1669	OFFICE DEPOT	OFFICE SUPPLIES	7.61
OFFICE SUPPLIES					5.08
OFFICE SUPPLIES					15.16
OFFICE SUPPLIES					10.10
OFFICE SUPPLIES					152.13
OFFICE SUPPLIES					101.42
OFFICE SUPPLIES					46.53
OFFICE SUPPLIES					31.02
OFFICE SUPPLIES					20.34
OFFICE SUPPLIES					13.56

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Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
				OFFICE SUPPLIES	9.82
				OFFICE SUPPLIES	6.54
				OFFICE SUPPLIES	21.65
				OFFICE SUPPLIES	14.44
				toner cartridge	463.95
				toner cartridge	149.93
				OFFICE SUPPLIES	70.45
				OFFICE SUPPLIES	46.97
Total for Check/Tran - 84519:					1,186.70
84520	06/23/2017	CHK 18200	OREGON LITHOPRINT	PRINTING OF CCR	464.00
84521	06/23/2017	CHK 750	PACIFIC COAST CREDIT	COLLECTIONS, MAY 2017	368.88
				COLLECTIONS, MAY 2017	59.42
				COLLECTIONS, MAY 2017	107.10
Total for Check/Tran - 84521:					535.40
84522	06/23/2017	CHK 4593	PACIFIC OFFICE AUTOMATION	COPY MACHINE MAINT 5/1/17-5/31/17	197.93
				COPY MACHINE MAINT 5/1/17-5/31/17	131.95
Total for Check/Tran - 84522:					329.88
84523	06/23/2017	CHK 1223	PETERSON POWER SYSTEMS, INC	field labor	1,115.00
				grommet	214.56
				labor flat rate	595.00
				load test	915.00
				megger test	390.00
				seal valve cover	363.48
Total for Check/Tran - 84523:					3,593.04
84524	06/23/2017	CHK 2059	PHILLIPS 66 COMPANY	motor oil	533.94
				motor oil	355.96
Total for Check/Tran - 84524:					889.90
84525	06/23/2017	CHK 19600	PLATT ELECTRIC SUPPLY	SUBSTATION SUPPLIES	19.16
				SUBSTATION SUPPLIES	199.56
				SUBSTATION SUPPLIES	111.81
Total for Check/Tran - 84525:					330.53
84526	06/23/2017	CHK 20150	POSEYLAND FLORIST	FLOWER ARRANGEMENT	50.00
				FLOWER ARRANGEMENT	20.40
				FLOWER ARRANGEMENT	13.60

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Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84527 06/23/2017	CHK 99	ROOTS BUILDING, LLC	EE/COMMERCIAL LIGHTING @ 251 NE 3 S		84.00
84528 06/23/2017	CHK 4211	SCHULZ-CLEARWATER SANITATION IN SPECIAL SERVICES/MCGUIRE	SPECIAL SERVICES/MARSH LANE		9,790.16
			SPECIAL SERVICES/MARSH LANE		150.00
					102.90
					68.60
				Total for Check/Tran - 84528:	321.50
84529 06/23/2017	CHK 1976	SONSRAY MACHINERY LLC	VEHICLE SUPPLIES		441.70
84530 06/23/2017	CHK 25800	TEREX UTILITIES WEST	VEHICLE SUPPLIES		35.69
84531 06/23/2017	CHK 2852	THE SEMINAR GROUP	training materials		50.00
			training		579.00
				Total for Check/Tran - 84531:	629.00
84532 06/23/2017	CHK 2975	TILLAMOOK PUD	EVACUATION NOTIFICATION		48.00
84533 06/23/2017	CHK 3915	U S BANK	SUBSTATION SUPPLIES		196.15
			IT SUPPLIES		47.99
			WECC REGISTRATION FEE		200.00
			COMMISSION MEETING SUPPLIES		29.61
			IT SUPPLIES		22.14
			IT SUPPLIES		32.00
			COMMISSION MEETING SUPPLIES		19.74
			IT SUPPLIES		14.76
				Total for Check/Tran - 84533:	562.39
84534 06/23/2017	CHK 4162	UPS	SHIPPING		6.64
			SHIPPING		7.20
			SHIPPING		4.22
				Total for Check/Tran - 84534:	18.06
84535 06/23/2017	CHK 1717	UTILITY FINANCIAL SOLUTIONS, LLC	consultant		9,160.00
84536 06/23/2017	CHK 27800	WESCO	test switches		1,759.20
			ELECTRICAL SUPPLIES		1,826.68
				Total for Check/Tran - 84536:	3,585.88
84537 06/23/2017	CHK 1180	WREGIS	WREGIS CERTIFICATE-ISSUANCE		11.81
84538 06/30/2017	CHK 2030	ANSWERNET, INC.	ANSWERING SERVICE		50.10
			ANSWERING SERVICE		33.40

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Bank Account: 1 - BANK ACCOUNT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
84539 06/30/2017	CHK 999	MANDY M BARKER		U/B REFUND @ 2850 SW 2 ST #709	83.50
84540 06/30/2017	CHK 12150	BATTERIES NORTHWEST		Batteries fuel surcharge	15.00 2,213.52 1.00
84541 06/30/2017	CHK 3308	BUREAU OF LABOR & INDUSTRIES		FEE/NE 17 ST WT MN/ASPHALT SAW CUTT FEE/DIRECTIONAL DRILLING 2ND AND A FEE/NE 17TH ST WT MN/SIDEWALK REPAI FEE/NE 17TH ST WT MAIN/PAVING	250.00 293.68 250.00 250.00
84542 06/30/2017	CHK 99	DONNA BURKETT		EE/HEAT PUMP @ 2752 NE EVANS ST	375.00
84543 06/30/2017	CHK 2579	BUSINESS CONNECTIONS INC		ANSWERING SERVICE ANSWERING SERVICE	131.70 87.80
84544 06/30/2017	CHK 988	CABLE HUSTON BENEDICT & HAAGEN		GENERAL WATER GENERAL WATER	690.00 2,340.00
84545 06/30/2017	CHK 4410	CINTAS CORPORATION 463		LAUNDRY SERVICES W/E 6/19/17 LAUNDRY SERVICES W/E 6/19/17 LINEMAN LAUNDRY SERVICES W/E 6/19/1 LAUNDRY SERVICES W/E 6/26/17 LAUNDRY SERVICES W/E 6/26/17 LINEMAN LAUNDRY SERVICES W/E 6/26/1	51.83 34.56 100.79 47.51 31.68 96.73
84546 06/30/2017	CHK 8030	FERGUSON ENTERPRISES INC		WATER SUPPLIES	363.10
84547 06/30/2017	CHK 99	FIRST AMERICAN TITLE		EARNST MONEY/WILLAMETTE INTAKE	566.12
84548 06/30/2017	CHK 1007	FRONTIER		TELEPHONES TELEPHONES	5,000.00 734.73 489.82
84549 06/30/2017	CHK 999	ERIC R GABRIELSEN		Net Metering	1,224.55
84550 06/30/2017	CHK 999	SALLY L GODARD		Net Metering	2.51
				Total for Check/Tran - 84538:	83.50
				Total for Check/Tran - 84540:	2,214.52
				Total for Check/Tran - 84541:	1,043.68
				Total for Check/Tran - 84543:	219.50
				Total for Check/Tran - 84544:	3,030.00
				Total for Check/Tran - 84545:	363.10
				Total for Check/Tran - 84548:	1,224.55
				Total for Check/Tran - 84549:	2.51
				Total for Check/Tran - 84550:	61.87