

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
WEST OREGON ELECTRIC COOPERATIVE, INC.**

**November 22, 2016**

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**A regular meeting of the Directors of the West Oregon Electric Cooperative, Inc. was held November 22, 2016 at 652 Rose Ave., Vernonia, Oregon at 7:00 p.m.**

**Those present and attending said meeting were:**

**Robert VanNatta, President  
Dan Murphy, Vice President  
Larry Averitt, Secretary  
Nicholas Galaday, Director  
Rosemary Lohrke, Director  
Jim Buxton, Director (teleconference)**

**Staff present:**

**Dan Huggett, Manager of Finance & Administration  
Don Rose, Engineering & Operations Manager  
Angela Ames, Executive Assistant**

**Others present:**

President VanNatta opened the meeting with the flag salute, and by determining a quorum was present. He opened the floor up for member participation.

President VanNatta called the meeting to order at 7:20 p.m.

The consent agenda was approved by unanimous consent

- Meeting agenda
- Minutes of Last Regular Meeting
- Credit Card Accounting
- General fund checks for October 2016 in the amount of \$613,781.37
- October Members to be voted in 30
- October Members to be voted out 30

Dan Huggett, Manager of Finance & Administration reported:

- Paid off the Warren re-bill in October.
- We paid \$332,702 in the first draw downs and Materials towards the Contract Work in October.
- Submitted \$317,500 in work plan to RUS AF8 loan.
- Former Director, Bob Paleck was removed as the third authorized co-signer on the Capital Credits account and Larry Averitt's signature was obtained leaving us with two signers. Upon motion by Rosemary Lohrke and seconded by Larry Averitt, Dan Murphy will be the new third signer on this account. The motion passed unanimously.

**CALLED TO ORDER**

**CONSENT AGENDA**

**FINANCIAL REPORT**

Write-Offs list for the September billing thru October 10, 2016 was presented. Upon motion by Dan Murphy and second by Larry Averitt, the write off list of \$975.99 was approved. The motion passed unanimously.

**WRITEOFFS**

Don Rose, Engineering & Operations Manager reported:

**OPERATIONS REPORT**

- The Necanicum reroute of the main circuit out of the substation was energized on November 16<sup>th</sup>. We are now in the process with Pacific Power to install an intertie there for an emergency feed for either their Cannon Beach tap or for us in the Necanicum area.
- Hayward Rd was cut over to the new underground cable on November 17<sup>th</sup>. This will eliminate one of the habitual areas of outages.
- The 3 phase circuit over the tunnel on Hwy 26 and the Timber-Elsie bypass should be completed by December 9, 2016.
- Eric Budge is now a fifth step apprentice and is allowed to do “Hot work”.
- Karmen Pavlovsky is now a qualified Notary Public. This will make it more efficient when obtaining easements in the future.

The safety meeting & safety committee meetings were held on October 6, 2016. The minutes were reviewed and accepted by the Chair.

**SAFETY MEETING**

Upon motion by Larry Averitt and seconded by Dan Murphy, Policy #108, *Directors’ Fees And Expenses*, was accepted as revised. Motion passed with 5 yes votes, and 1 no vote.

**POLICY REVIEW**

Upon discussion, Policy #216, *Improper Influence*, will be further reviewed at the next board meeting.

Resolution 16-06, RUS Prepay, was presented. A discussion of CoBank Funding took place. The Board requested more information from Dan. No action was taken.

**RESOLUTION 16-06**

Upon motion by Larry averitt and seconded by Jim Buxton, the WOEC 2017 Budget was adopted as presented. Motion passes with 5 yes votes, and 1 no vote.

**2017 BUDGET**

Upon discussion, the Board agreed to cancel the December board Meeting. A board book will still be provided.

**DECEMBER BOARD MEETING CANCELLATION**

Regular Session Adjourned 9:50

**REGULAR SESSION ADJOURNED**

Executive Session Board Only 9:50

**BOARD ONLY EXECUTIVE SESSION**

Adjourned 10:30 pm

**ADJOURNMENT**

Approved:	President	Secretary
	<u>s/Robert VanNatta</u>	<u>s/Larry Averitt</u>