

**Beartooth Electric Cooperative, Inc.  
Minutes of the Board of Trustees' Special Meeting,  
February 22, 2018. Held at the offices of  
Beartooth Electric Cooperative**

**Call to Order:** Board President, Julie Lindgren, called the meeting to order at 4:00 p.m.

**Present:**     **Presiding:** Julie Lindgren and Roxie Melton

Kevin P. Owens, General Manager  
Eric Elton, Line Superintendent  
Kaaren Robbins, Communication & Member Services

Via telephone:

Richard Nolan, District 4 Trustee  
Arleen Boyd, District 5 Trustee  
David Peterson, District 7 Trustee

Absent:

Dan Dutton, District 1 Trustee  
Bill Pascoe, District 6 Trustee (submitted vote via email-attached)

**Agenda:**     **Review and Approval of the TWACS AMI Meter upgrade project RFP responses and vendor selection**

General Manager Owens reviewed the final bids for the TWACS AMI Meter Upgrade Project. Fully responsive bids were received from:

General Pacific, Inc.  
22414 NE Townsend Way  
Fairview, OR 97024-4623

Anixter Power Solutions, Inc.  
1723 Lampman Drive  
Billings, MT 59102

Owens noted that both of these companies are authorized vendors of ACLARA TWACS advanced metering infrastructure technology, software, and hardware. Both vendors will be able to supply equipment on a timeline that will allow us to begin setting meters in Belfry during August 2018.

Owens continued with review of ongoing annual costs to ACLARA of \$6200.

At this time, Owens communicated the operations plan to no longer sign alliance agreements with any vendors due to the facts that inventory does not always allow for timely delivery of required products, costs are not always competitive, and rebates from exclusive contracts are nominal.

Owens noted that he included the purchase of a few spare meters in light of the lead time on meters at approximately eight weeks. He has also included the purchase of 100 remote reconnect/disconnect meters,

increased price of \$6,275. Approximately 50 will be used on a business case by case basis to forego repeated trips to a member's location; i.e., safety, credit, etc. The other 50 will be used to test a **Pre-Pay** feature that will allow credit customers to opt for an on-line-pay-as-you-go billing feature in lieu of being required to pay a large deposit before being reconnected. Owens continued, noting a contingency amount of \$58,173.80 is included in the overall project cost to account for unforeseen change orders, additional meter bench test equipment and the need to possibly lease 2-3 handheld devices that are required at the time of new meter set.

Owens also reviewed a project schedule for the first substation rollout in Belfry. This detailed rollout was derived from the most recent Communication Meeting with Jody Severson. The components of this project schedule are still DRAFT and can be modified as we continue the project rollout.

**A motion was made by Roxie Melton, and seconded by Richard Nolan, to recommend the Board authorize the General Manager to enter into a contract with Anixter/ ACLARA not to exceed \$1,575,000. Motion carried. Voting was six "Yeas".**

It was noted that the next step, Member 60-day Notice before the Board approves long-term debt exceeding two (2) years to finance the contract will be prepared in draft and presented at the Board Meeting, Tuesday, February 27, 2018.

**A motion was made by Arleen Boyd, and seconded by Roxie Melton to be in accordance with BEC Bylaws Article V, Section 4, the board hereby acknowledges less than three (3) working days of notice before this special meeting of the board and waives notice guidelines of this meeting providing the attached record verifying that participants were notified about the meeting in a timely fashion. Motion carried. Voting was six "Yeas".**

**Adjourn:**

President, Julie Lindgren adjourned the meeting at 4:45 p.m.

**ATTEST:**

  
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Arleen Boyd, Secretary