

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
April 12, 2010

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President Gary Hicks presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:30 p.m. at the PUD Office at 1500 Scenic Way.

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ROLL CALL: PRESENT    Commissioners: Gary Hicks, Don Nuxoll and Judy Ridge.

PUD Staff: General Manager Tim Simpson and Treasurer Bob Sischo.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL:

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to approve the consent agenda giving approval of the minutes of the March 23, 2010 Regular Meeting and the April 5, 2010 Joint PUD Commissioner and Clarkston City Council Meeting and payment of the Transaction Vouchers covering vouchers #1683 and #1684 and vouchers #1628EFT through #1641EFT in the amount of \$26,630.10 and Blanket Transaction Voucher Approval Document covering vouchers #27830 through #27891, and Electronic Transaction Voucher #10040201, #10040202, #201100401, #20100405, #10040601, #10040602, #10042901 and #10042902 in the amount of \$234,025.84. The question was called for on the motion. The motion passed 3-0.

GEOGRAPHICAL INFORMATION SYSTEM MAPPING PRESENTATION

David Stangel, a consulting engineer from Murray Smith & Associates provided an overview of the Geographical Information System (GIS) mapping project that the PUD has undertaken. He stated that project is approximately 25% complete. He stated that the project is scheduled to be completed in June. Mr. Stangel demonstrated the capability of GIS showing a variety of tools that come with the program. He stated that in addition to its mapping capabilities GIS is a powerful database. Mr. Stangel stated that the PUD is currently using Asotin County personnel to survey the manholes in the sewer system. The data gathered is being used to develop an accurate map of the system. Pictures of each manhole are being captured. He stated during their visit this week they are scanning maps and documents which will be linked to the GIS system.

The manager stated that the project is going well. He stated that the City will be considering whether they will partner with the PUD to help develop maps of their sewer system and service territory. He stated that mapping their sewer system will be beneficial to the PUD for identifying the direction of sewer flow as the County grows. The

manager reported that Craig Riehle has been hired as the new GIS Coordinator. He comes from Latah County as a GIS/Cartographer for the Assessor's office. He will begin work for the PUD on Monday, May 3<sup>rd</sup>. The manager stated that after Mr. Riehle gets acclimated he will be inserted into the current GIS project.

### LANDSCAPE DESIGN PRESENTATION

Don Brigham, a consultant from Brigham Plus Associates provided a presentation on the proposed PUD water-wise landscape and design concepts for the placement of a sign bearing the PUD logo. Mr. Brigham stated that the PUD project falls in line with other valley wide projects that he is currently working on for low water use landscaping. He stated that the City of Lewiston has demonstration projects under development in their Modie Park. Mr. Brigham showed a series of pictures of PUD sign concepts and water feature and landscape design concepts. He stated that the project could be completed over a couple of years. He stated that the sign alone will cost \$20,000.

The Asotin County Master Gardeners have been invited to participate in the project. The landscape design will have an educational component. The representatives from the Master Gardeners present asked about providing a demonstration garden grow bed. The manager stated that discussions about including the grow bed and the Master Gardener's role in this project will be discussed and determined at future meetings. The manager stated that the lower water use design landscape is one of the goals provided for in the PUD Water Use Efficiency Plan. Mr. Brigham stated that he would supply the Board with printouts of the landscape design, sign and water feature concepts for review.

### OLD BUSINESS

#### STEP System Sewer Main Construction on 21<sup>st</sup> Street

The manger reported that construction and installation of the 2" pressurized STEP System main line has been completed and connected into the sewer manhole at 10<sup>th</sup> Avenue. He stated that the Craber's, located at 3155 21<sup>st</sup> Street, have connected to the system. The Brotnov's, located at 3161 21<sup>st</sup> Street, and the Osterbergs, located at 3171 21<sup>st</sup> Street will connect this week. The 2" STEP System main was installed to resolve emergency septic system failures. The manager stated that once the final costs are determined a letter will be sent to other residents in the area offering connection to the new system at the cost divisible by the potential number of connections. Customers on the West side of the street wishing to connect will pay the cost of extending their line across the street to the 2" pressurized main which is located on the East side of 21<sup>st</sup> Street.

### NEW BUSINESS

#### Resolution 10-356 – Supporting the Clarkston Wastewater Facility Engineering Report

The manager presented Resolution 10-356 which states the PUDs support of the adoption of the Keller and Associates Wastewater Facility Engineering Report and support for the recommended upgrades and improvements to the City of Clarkston's wastewater treatment plant. The manager stated that this follows through with our statement to the Clarkston City Council at the presentation of the Wastewater Facility Engineering Report held on Monday, April 5<sup>th</sup>. The manager stated that as an entity that utilizes the wastewater treatment plant for treatment and disposal of sewerage from our wastewater collection system and one who contributes financially to the operation of the plant, it is important for us to support the City's efforts to improve and upgrade the plant in order to bring it into regulatory compliance, improve its current operation and provide improvements necessary for its use as our community grows. Our support will help the City secure funding for the upgrades and improvements.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve Resolution 10-356 supporting the City of Clarkston Wastewater Facility Engineering Report and recommended upgrades and improvements to their Wastewater Treatment Plant. The question was called for on the motion. The motion passed 3-0.

#### Port of Clarkston Parks and Recreation Planning Survey Flyer

The manager presented a Parks and Recreation Survey from the Port of Clarkston. The Port is requesting insertion of the survey with the PUD billing statements. The Port manages recreational amenities as part of its economic development activities and through the survey they are seeking input from the public on the evaluation of projects and setting of priorities. The manager stated that the Port will pay the cost of inserting the survey with PUD billing statements.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve insertion of the Port of Clarkston's Parks and Recreation Survey with PUD billing statements. The question was called for on the motion. The motion passed 3-0.

### MANAGER'S REPORT

2009 Fiscal Year Audit – The manager reported that a Washington State Auditor will arrive on Wednesday, April 21<sup>st</sup> to begin work on the 2009 Fiscal Year audit. The manager stated that a time and date for an Audit Entrance will be selected once the auditor arrives on site.

COMMISSIONER'S REPORT

Commissioner Ridge provided a report about the Energy Northwest (ENW) budget meeting held on March 23-24. She stated that there were a lot of questions about the budget and that all financial reports from the Executive Board were requested for review. The Board received a presentation regarding the latest INPO – Independent Nuclear Power Organization. INPO reported that ENW needs to improve teamwork and align supervisors and executives. Commissioner Ridge will be attending Washington PUD Association meetings on April 15-16. She will be attending Energy Northwest Board meeting on April 20-22.

Commissioner Hicks will be attending Washington PUD Association meetings on April 15-16.

Commissioner Nuxoll will be attending a Watershed Planning Unit meeting on Wednesday April 14<sup>th</sup> and a Stormwater Advisory Group meeting on Tuesday April 20<sup>th</sup>.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:00 pm.

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Commissioner Gary Hicks, President

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Commissioner Don Nuxoll, Vice President

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Commissioner Judy Ridge, Secretary