

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
January 24, 2011

President Don Nuxoll 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.

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

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 Judy Ridge and seconded by Commissioner Gary Hicks to approve the consent agenda giving approval of the minutes of the January 11, 2011 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1901EFT through #1914EFT in the amount of \$23,898.96 and Blanket Transaction Voucher Approval Document covering vouchers #28730 through #28762, and Electronic Transaction Vouchers #11012001, #11012002, #11012401, #11012701 and #11020201 in the amount of \$52,523.11. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

Water Rights Change Application

The manager reported that he has not received a response from Department of Ecology staff Dan Tolleson regarding water rights quantity information. He reported that he did receive a 90-page document from attorney, Joe Brogan regarding Ecology's trust water rights program. The manager stated that he will review the document and provide a summary of how the trust water rights program would benefit the PUD.

NEW BUSINESS

Resolution 11-363 – Personnel Policy Changes

The manager presented Resolution 11-363 which provides for amendments to Chapter 7 and Chapter 10 of the PUD Personnel Policy. He stated that amendments are being recommended to Chapter 7 – Leave from Employment and Chapter 10 – Business Expense, Reimbursement and Credit Card Use. More specifically the amendments would

affect Section 7.3.2 – Personal Leave Use increasing the amount of personal leave an employee can bank from 800 hours to 1,200 hours and decreasing the minimum amount of leave an employee must take off each year from 70% of what was accrued on January 1st of each year to 60% and adding Section 7.3.3 – Personal Leave Cash Out. In order to be eligible for personal leave cash out an employee must have a minimum bank of 240 hours. The maximum amount of cash out annually is 250 hours. Cash out of personal leave can only be chosen between November 1st and December 15th of each year. The manager stated that other policies from other PUDs were reviewed and the policy was developed from the information received.

The manager stated that the other amendment would be to Section 10.7 – Cellular Phone Use removing the stipend and providing for direct payment of cell service for manager designated employees. This change will save the PUD approximately \$100 per month. He stated that the IRS will be changing their position that cell phones provided by employers are not considered a benefit to the employee and therefore are not taxable.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Gary Hicks approving Resolution 11-363 amending the Personnel Policy. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

City of Asotin – the manager reported that the crew has changed over six of the seven services to date. He stated that an outside attorney will be used to draft and review an intergovernmental agreement with the City of Asotin for the intertie and the use of PUD water when necessary because our attorney is also under retainer for the City of Asotin's creating a conflict of interest.

Filter Plant and Reservoir Property – the manager reported that the Abundant Life Church told him that they are still interested in acquiring the old filter plant and ¾ million gallon reservoir and property in Pomeroy Gulch where they are located. The church's pastor, Bret Stedman told the manager that they know a professional appraiser that may be willing to complete an appraisal at no cost. They have had both structures reviewed by an engineer for structural integrity.

Public Works Board – the manager reported that he met with staff from the Washington State Public Works Board. Legislation to fund the \$386 million in projects approved by the Public Works Board will be submitted to the legislature soon. One of the projects is the City of Clarkston's wastewater treatment plant upgrade. They are requesting \$10 million from the PWB to help pay for their \$11.3 million upgrade.

Public Works Board – the manager reported that he will be presenting a history of water in Asotin County at the Pautler Senior Center on Wednesday, February 2nd.

COMMISSIONER'S REPORT

Commissioner Ridge reported that she will be attending the Energy Northwest Board of Directors meetings Wednesday through Thursday, January 26-27th. She stated that election of officers is on the meeting agenda and Ann Congdon will be selected as the next Board President, Linda Gott will be Vice-President, Bill Gordon will be Secretary and she stated that she has been asked to serve as Assistant to the Secretary.

Commissioner Nuxoll reported that he attended a Drinking Source Water Protection Group meeting held at the PUD office on Thursday, January 13th. He discussed Lewiston's Modie Park water conservation project. The park provides education and demonstration of the use of mulch and low water use plants. We will be seeking to have a booth at the Asotin County Fair to share valley drinking source water protection information.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:10 pm.