

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
January 14, 2014

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President Judy Ridge 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: Judy Ridge, Gary Hicks and Don Nuxoll.

PUD Staff: General Manager Tim Simpson, Treasurer Bob Sischo and Counsel Scott Broyles.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL:

MOTION by Commissioner Gary Hicks and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the December 23, 2013 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1797 and #1798 and vouchers #2973EFT through #2988EFT in the amount of \$33,078.15 and Blanket Transaction Voucher Approval Document covering vouchers #32125 through #32198, and Electronic Transaction Vouchers #14010301, #14010302, #14010303, #14010601, #14010702, #14010703, #14011301, #14011302, #14011701, #14012401 and #14012402 in the amount of \$125,897.06. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

Port of Wilma Progress Report for Water System Transfer

The manager reported that he received fully executed US Army Corp of Engineers (Corp) Port of Wilma Water Line easement reassignment documents. He stated that he also received a Port of Whitman County (Port) executed Bill of Sale and Easement documents providing for the transfer of the Port of Wilma Water System to the PUD. Counsel has signed the documents as to form. The transfer documents have been signed but the receipt of the Corp documents revealed that there was one remaining easement that needed to be reassigned to the PUD. The easement involves the combination of both the water lines and the Port's fiber optic lines that will need to be separated out. The Corp told the manager that the documents would be drawn up and sent out last week. The manager stated that to date he has not received confirmation stating the documents have been completed and sent. Counsel has advised the manager to wait to record the water system transfer Bill of Sale and Easement until the Corp easement reassignment has been fully executed. The manager stated that in the meantime staff is working with the Port to get all customer information and account information in order to setup Port accounts.

NEW BUSINESS

State Recreation and Conservation Office Watershed Project Grant Agreement

The manager presented an Agreement between the Washington State Recreation and Conservation Office and the PUD for Grant Funding for an Alpowa Creek Instream Post Assisted Log Structure Project. The manager stated that the total amount of project funding is \$107,180.00 with \$91,080.00 coming from federal Salmon Recovery dollars and \$16,100.00 as sponsor match.

The manager stated that this project increases instream wood habitat in a mile and a half reach of the upper Alpowa Creek over two field seasons. Alpowa Creek has ESA listed A-run summer steelhead and the purpose of the project is to increase the number of complex pools of water in the upper Alpowa for juvenile steelhead over-wintering and adult steelhead holding and rearing. This Grant is the result of assessments completed on Alpowa Creek in 2012 and in 2013. Funding for the project comes from the state Salmon Recovery Account.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve the Grant Agreement between the Washington State Recreation and Conservation Office and the PUD for Grant Funding for an Alpowa Creek Instream Post Assisted Log Structure Project in the amount of \$107,180.00 and authorize the General Manager to execute the Agreement. The question was called for on the motion. The motion passed 3-0.

EXECUTIVE SESSION

Commissioner Ridge adjourned the regular meeting into Executive Session at 5:45 pm to discuss personnel matters. She stated that the Executive Session would last 15 minutes.

Commissioner Ridge called the regular meeting back to order at 5:55 pm. She stated that no decisions were made in Executive Session.

General Manager's Annual Salary

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve a 5% increase in annual salary for the General Manager effective January 1, 2014. The question was called for on the motion. The motion passed 3-0.

Commissioner Ridge stated that the General Manager's salary increase will be ratified at the next regular meeting by resolution. She directed Counsel to prepare a resolution for the next meeting providing for the increase in the General Manager's salary.

MANAGER'S REPORT

Heights Reservoir Project – the manager reported that the Clarkston Heights Reservoirs Interior Recoating Project has received multiple inquiries since publication of the call for bids. He reported that a two (2) addendums to the bid documents have been developed in order to clarify specific items. He stated that the successful bidder will be asked to start the project in March beginning with the 2 million gallon tank in order to have it ready for the start of the pumping season in May. Bids will be opened on the closing date of Wednesday, January 22 at 4:00 pm.

Operations – the manager reported that the year started off busy with a request for three (3) fire hydrants, five (5) new services and information requests for the proposed Walgreens at 5th and Bridge Street and the new office building being located at Tri-State memorial Hospital. He stated that operations staff has also been busy with maintenance of the system through flushing and valve operation.

Watershed Planning – the manager reported that he received a phone call from Watershed Planning Unit member Dick DuCharme regarding funding to completed the watershed planning process by taking Planning Unit instream flows in the Asotin Creek and Tucannon River to rule making. Mr. DuCharme, a former lobbyist, was successful last year in getting \$40,000.00 in funding put in the Department of Ecology's budget only to see Ecology's Director remove it. Mr. DuCharme has reached out to key legislators again who were unaware of the funding removal seeking a reinstatement of the funding in order to finally complete the process which garnered 100% consensus from state and local agencies and private landowners and Native American tribes.

Martin Luther King Day – the manager stated that for the 2nd year in a row we will be closing the office to customer traffic on Monday, January 20th. He stated that Martin Luther King (MLK) Day is not on our list of approved holidays however because there is no mail, the banks are closed and we receive very little foot traffic in the office we will take the day for training in the area of safety, CPR, AED and public records. We are still available to respond to emergency calls. He stated that the day will include an employee appreciation luncheon for staff and commissioners. Counsel stated that he believed that MLK is a state mandated holiday and should be part of the Revised Code of Washington. The manager stated that he and Counsel will look into the issue and report back to the Commissioners.

COMMISSIONER'S REPORT

Commissioner Ridge will be attending Energy Northwest Meetings January 22-23 in Corvallis, Oregon. In conjunction with the meeting ENW Board members will be touring the NuScale Modular Nuclear Reactor facility.

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ADJOURNMENT

There being no further business the meeting was adjourned at 6:05 p.m.