

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
July 21, 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.

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 July 7, 2014 Regular Meeting and payment of the Transaction Vouchers covering vouchers #3182EFT through #3196EFT in the amount of \$27,306.91 and Blanket Transaction Voucher Approval Document covering vouchers #32762 through #32797, and Electronic Transaction Vouchers #14071802, #14072101, #14072501 and #14072502 in the amount of \$95,406.09. The question was called for on the motion. The motion passed 3-0.

PUBLIC RECORDS ACT TRAINING

The manager stated that the Public Records Act overview is the second part of the training required under Engrossed Senate Bill 5964 passed the 2014 Legislature. The law requires every member of a governing body of a public agency to complete training in Open Public Meetings Act (OPMA) and Public Records Act (PRA) within 90 days of assuming their duties after election or appointment and at least once every four years while a member is still governing.

The PUD Board of Commissioners viewed the PRA training video produced by the Washington State Attorney General's Office.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

There were no items presented under New Business.

### MANAGER'S REPORT

2013 Fiscal Year Audit – the manager reported that the 2103 Fiscal Year Audit is scheduled to begin the first week in August. The Auditor stated that they will try to accomplish much of the audit from their office in order to save travel costs. An Audit Entrance Conference will be setup once the audit has begun.

13<sup>th</sup> Street Main Replacement Project – the manager reported that the operations crew has nearly completed installation of the water main up to Sycamore Street. The installation of services between Maple and Elm Streets will occur next on the schedule. The crew has discussed changing construction methods by installing water main up to Highland then going back and completed service tie-overs to the new line once the main is complete.

Office Construction – the manager reported that the PUD Office will be closed Friday, July 25<sup>th</sup> in order to accommodate the removal and replacement of the front sidewalk. With the concrete being removed there will be no customer or ADA accessibility. The concrete in front of the door will be completed by Monday July 28<sup>th</sup> so customers can have access to the office with remaining concrete pour to be completed next week.

### COMMISSIONER'S REPORT

Commissioner Ridge attended the Washington PUD Association meetings at Okanogan PUD in Omak, Washington July 16-18. She stated a consultant who works for a firm that hires executive management encouraged commissioners to have an employment contract with their manager's that provides for a severance package. Discussion ensued regarding the development of a contract or severance policies. Counsel and Treasurer Bob Sischo were directed to look into the matter. PURMS has requested that PUDs develop contracts.

Commissioner Hicks discussed the recent court ruling that decided in favor of the City of Wenatchee allowing them to charge a tax on utility services sales by Chelan PUD.

### ADJOURNMENT

There being no further business the meeting was adjourned at 6:28 p.m.