

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
September 9, 2008

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.

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

PUD Staff: General Manager Tim Simpson, Treasurer Bob Sischo, Board Secretary Roberta Tilden and Attorney Scott Broyles.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL:

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve the consent agenda giving approval of the minutes of the August 26, 2008 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1641 through #1642 and #1095EFT through #1110EFT in the amount of \$25,405.89 and Blanket Transaction Voucher Approval Document covering vouchers #26113 through #26165, and Electronic Transaction Voucher #2008090301, #2008090501, #2008090502, and #2008090503 in the amount of \$89,711.23. The question was called for on the motion. Passed 3-0

OLD BUSINESS

There was no old business to report

NEW BUSINESS

Vehicle Storage Building – Change Order No. 1

The General Manager reported that the new vehicle storage building is framed up and the siding and roof is complete. The next step is the forming for the concrete floors. Due to the slope and stair-stepping of the parking bays more concrete must be poured than was originally planned. In the original bid specifications there was no provision for the concrete aprons on the driveways.

The PUD has been given an estimate by the contractor Baldwin Construction in the amount of \$4,056.00 to create the concrete aprons. Commissioner Nuxoll suggested that the PUD get at least one other bid because the estimate seemed high to him. The other commissioners agreed that they would like to see a competitive bid. The manager was directed to seek another bid.

Resolution 08-336 Surplus Equipment

The manager presented Resolution 08-336 which provides for the surplus of equipment. A used copier which was recently replaced and a computer are the items which will be put out for bid. The call for bids will be advertised in the local paper.

MOTION by Gary Hicks, seconded by Don Nuxoll, approving Resolution 08-336 declaring miscellaneous equipment surplus and authorizing the sale of this equipment. The question was called for on the motion. Passed 3-0.

Change September 23, 2008 Meeting Date

Commissioner Hicks requested changing the next regular board meeting due to conflict with another meeting. The manger requested that the meeting begin at 5:00 pm due another meeting he will be attending that evening.

MOTION by Don Nuxoll, seconded by Gary Hicks to change the regularly scheduled board meeting from Tuesday September 23, 2008 at 5:30 p.m. to Monday September 22, 2008 at 5:00 p.m. The question was called for on the motion. Passed 3-0.

MANAGER'S REPORT

Well No. 7 Chlorination System – The ClorTec onsite chlorine generation system is in operation. The new system has a very high level of safety measures programmed into it due to hydrogen gas that is created through the process. These measures were creating issues with the computer programming. The project is complete now and came in under the budgeted cost. The estimated cost was \$109,000.00 and it appears that the total cost will end up at \$102,000.00, a savings of \$7,000.00.

Standby Generator – The electrical inspector made his final visit to Well 7 to ensure that the required placards were installed. The generator has passed the electrical inspection and is operational.

Vineland Cemetery – The crew is installing the 4” PVC water main and valves at the cemetery. Installation of the lateral sprinkler lines will begin later this month. Installation of the 12,000 feet of sprinkler lines will take until next spring to be completed. Vineland Cemetery has been reimbursed \$15,000.00 from the watershed grant for material purchased for the irrigation project.

Bonneville Power Administration – BPA has provided the new Power Sales Agreement for our review. The contract has been forwarded to Attorney Scott Broyles for his review. The deadline for preliminary review is October 1, 2008 with final approval by the board due before December 1, 2008.

On Line Payments – The treasurer has initiated the process to develop our on-line payment program with DataProse. The project will take three to four months to complete. It should be available to customers after the first of next year.

PUD Logo – The manager requested permission from the commissioners to utilize a media company to update and revise the PUD logo. It was the consensus of the board to allow the manager to hire a company or individual to design a new logo. The manager stated that the design concepts will be presented to the board for review and selection.

Customer Newsletter – The manager provided the commissioners with a draft of a September customer newsletter for their review. The front page of the newsletter will provide customers with an overview of the sewer authority ballot proposition and will attempt to answer questions that have been asked.

EXECUTIVE SESSION

Commissioner Ridge stated that the Board will be entering into executive session to discuss acquisition of property and personnel issues. Commissioner Ridge noted the start time as 6:10 p.m. and stated that the executive session would last approximately thirty minutes.

Commissioner Ridge reconvened the meeting at 6:40 p.m.

MOTION by Gary Hicks, seconded by Don Nuxoll directing the General Manager and legal counsel to offer \$210,000.00 for the property located at 1510 Scenic Way. The question was called for on the motion. Passed 3-0.

NEW BUSINESS (continued)

Architect Services Agreement – Operations Shop Design

The manager requested tabling of discussion and approval of the Architect Services Agreement with Castellaw Kom Architects for the operations shop design until further notice.

MOTION by Gary Hicks, seconded by Don Nuxoll to table discussion and approval of the Architect Services Agreement with Castellaw Kom Architects until further notice. The question was called for on the motion. Passed 3-0.

COMMISSIONER’S REPORT:

Commissioner Hicks stated that he would be attending the Washington PUD Association meetings in Port Angeles on September 17-19, 2008

Commissioner Nuxoll stated that he will be attending a Watershed Planning meeting on Thursday September 11, 2008 in Pomeroy.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:45 pm.