

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
December 20, 2016

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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.

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ROLL CALL: PRESENT    Commissioners: Don Nuxoll, Judy Ridge and Greg McCall.

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 Greg McCall to approve the consent agenda approving the minutes of the December 6, 2016 Regular Meeting and payment of the Transaction Vouchers covering vouchers #4154EFT through #4170EFT in the amount of \$31,655.36 and Blanket Transaction Voucher Approval Document covering vouchers #36504 through #36566 and Electronic Transaction Vouchers #16120202, #16120203, #16120901, #16121501, #16121502 and #16121601 in the amount of \$193,998.87. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

Resolution 16-435 – Thanking Scott Broyles for his Service to the PUD

The manager presented Resolution 16-435 which provides for an expression of gratitude to Scott Broyles for his 32 years of service as the PUD’s General Legal Counsel.

The manager stated that these types of resolutions have been reserved for retiring employees but given Scott’s long tenure with the PUD as legal counsel and the fact that he was instrumental in getting the PUD formation on the ballot and setting up the organization of the PUD, this Resolution is well-deserved.

**MOTION** by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve Resolution 16-435 thanking Scott C. Broyles, General Legal Counsel, for his service to the PUD. The question was called for on the motion. The motion passed 3-0.

Change the Tuesday, January 10<sup>th</sup> Commission Meeting Date to Monday, January 9<sup>th</sup>

The manager requested changing the next Commission meeting date from Tuesday, January 10, 2017 to Monday, January 9, 2017 due to commissioner travel to meetings.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve changing the Tuesday, January 10, 2017 to Monday, January 9, 2017 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Request for Proposal Enterprise System – the manager reported that a Request for Proposal for our Enterprise Resource Planning (ERP) system will be advertised on January 3, 2017. The ERP comprises our billing, customer information, accounting and financial system. We will be adding work order processing to the new system. The 2017 Budget designates \$100,000 toward the 2-year, \$200,000 upgrade of this system. The monies for the upgrade have been set aside in the Equipment Replacement Fund.

Request for Qualifications for Engineering Services – the manager reported that a Request for Qualifications (RFQ) for engineering services for the update of our Comprehensive Water System Plan has been advertised. RFQs are due by Friday December 30<sup>th</sup>. He stated that a qualified firm will be selected and a scope of work and cost of services for the Plan update will be negotiated with the chosen firm.

COMMISSIONER'S REPORT

Commissioner Ridge attended the Public Power Council (PPC) Annual Meeting on December 7-8, 2016. PPC celebrated their 50<sup>th</sup> Anniversary discussing dam/fish issues.

Commissioner Ridge will be attending the Public Power Council meetings January 4-5, 2017 in Portland, Oregon.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:00 p.m.