

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
August 26, 2008

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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, Board Secretary Roberta Tilden and Attorney Scott Broyles.

MINUTES OF MEETING AND VOUCHER APPROVAL:

**MOTION** by Commissioner Gary Hicks and seconded by Commissioner Don Nuxoll to approve the consent agenda giving approval of the minutes of the August 12, 2008 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1080EFT through #1094EFT in the amount of \$22,348.53 and Blanket Transaction Voucher Approval Document covering vouchers #26078 through #26112, and Electronic Transaction Voucher #2008081901, #2008082101, #208082501, #2008082502, and #2008090201, in the amount of \$94,517.84. The question was called for on the motion. Passed 3-0

OLD BUSINESS

Vehicle Storage Building – Operations Shop

The general manager stated that the contractor is making progress on the vehicle storage building. They are moving a little slowly but should begin pouring concrete soon. Once the concrete is poured the garage doors and the electrical system will be installed. The manager stated that a change order will be presented to the Board. Because sections of the building are stair-stepped due to elevation there is a need for two concrete aprons that were not accounted for in the original proposal. The building will be completed in September.

The manager stated that he is waiting for an architect services agreement from Castellaw Kom Architect for the design of the operations shop. A contract will be available for Board review and approval by the next meeting.

## NEW BUSINESS

There was no new business to report.

## MANAGER'S REPORT

Well No. 7 Chlorination System – The upgrade to the ClorTec onsite chlorine generation system is now complete. Minor problems with the program are causing the system to shut down. The contractor is on site today to help resolve the issues. They are testing the programming to make sure everything is running smoothly. The manager stated that the system is one of their newest designs. Because of issues with the unit, chlorine residuals were down a bit but are now where they should be. A different contractor was used for the installation so some savings will be realized.

City of Asotin – The water main project for the City of Asotin is now complete.

Vineland Cemetery – Installation of the 4" PVC water main will begin tomorrow. Due to a reconfiguration of the main line the amount of pipe to be installed has been reduced. Because of the large amount of lateral sprinkler system and the fact that the sprinkler company will get pulled off to begin winterizing sprinkler systems, completion of the project will likely be delayed until next spring.

Proposition Forum – Port of Clarkston manager Wanda Keefer is working with the Palouse Economic Development Council to sponsor a forum for citizens to ask questions about the proposition's that will be on the November election ballot. This will include our proposition for sewer authority along with Asotin County's advisory proposition on selling land to the Port for an industrial park.

2009 Budget – the manager is developing the 2009 Budget. A copy of the preliminary budget will be in file by September 1st. The manager stated that year end 2008 projections show that revenue is down and expenses are up. This will result in a negative cash flow for 2008,

Treasurer Earns Award – Treasurer Bob Sischo earned the "Professional Finance Officer Award" from the Washington Finance Officer's Association. The Board congratulated him on earning the award.

FACTA Law – The manager and treasurer recently participated in an online class to learn more about the federal act that requires utilities to adopt and enact policies to protect their customers from identity theft. A policy needs to be adopted on or before November 1, 2008. Commissioner Hicks suggested checking with Pacific Underwriter's to see if they might already have developed an identity theft plan.

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COMMISSIONER'S REPORT:

The commissioners had nothing to report.

ADJOURNMENT

There being no further business the meeting was adjourned at 5:44 pm.