

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
January 27, 2009

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President Gary Hicks 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 Attorney Scott Broyles.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL:

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve the consent agenda giving approval of the minutes of the January 12, 2009 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1235EFT through #1249EFT in the amount of \$21,959.63 and Blanket Transaction Voucher Approval Document covering vouchers #26550 through #26591, and Electronic Transaction Voucher #20090128, #20090130, #200912001, #200912201, #2009012601, #2009012602, and #2009013001 in the amount of \$86,245.59. The question was called for on the motion. Passed 3-0

Old Business

Asotin County Sewer System

The manager reported that a request for proposal (RFP) for a County sewer system condition assessment and feasibility study is moving forward. The deadline for receipt of a consultant proposal is Friday February 6, 2009. He stated that he has received communication from all consulting firms who received an RFP. Three consultants have been provided a field tour by County staff. The manager stated that the response has been good and that we should receive good proposals.

The manager stated that once the RFP's are received, he and Joel Ristau, County Engineer, will review the proposals and narrow the selection to the top two. At that time a decision could be made solely based on the proposals or interviews could be conducted to determine the final selection. The consultant selected and a contract for their services will be presented to the Board for approval at the February 24, 2009 regular meeting.

The manager stated that the consultant work would commence on March 1st and conclude on or around April 30<sup>th</sup>. He stated that a public meeting will be held upon receipt of the draft report on the consultants finding on the condition assessment and feasibility study. The report will provide adequate information for the PUD Board to make a determination on whether to proceed with assumption of the sewer system. If the findings are favorable, the manager anticipated that the assumption could be completed by June.

Attorney Scott Broyles stated that if the Board moves forward with assumption that the revenue bonds that the County has for the sewer system will need to be refinanced and put under the PUD's name. Contracts with the Public Works Trust Fund and State Revolving Fund can be changed to the PUD and will not require refinancing. Discussion occurred regarding the process between the City and County toward negotiation of their wastewater treatment agreement. The PUD will be involved in the process but will let the County take the lead on the negotiations.

#### Regional Stormwater Utility

The manager reported that, as directed by the Board, he spoke again with Cheryl Sonnen, Regional Stormwater Coordinator, regarding her request to receive customer service name and address data from the PUD. The manager said that the Ms. Sonnen stated that the County would use the data for development of their utility billing program for stormwater utility billing. Discussion occurred regarding the placement of the fee on the tax statements. In other discussion Ms. Sonnen stated that she has received an over 10% return on the survey's sent with the January PUD bills. Ms. Sonnen thanked the PUD for their help with distributing the survey.

Commissioner Ridge stated that she is reluctant to provide customer due to the new rules regarding the protection of customer information. Commissioner Hicks stated that the Stormwater Utility could get the information from the County assessor's office. The manager stated that Ms. Sonnen mentioned that it would be difficult to acquire data from the County's antiquated system. Attorney Scott Broyles, who is working on the committee to develop the stormwater utility, stated that this is a work in progress and more work will need to be completed on developing the utility including discussion about using the PUD to provide utility billing services. Treasurer Bob Sischo stated that our customer information system is capable of providing billing services for the stormwater utility. It was the consensus of the Board to not provide the Regional Stormwater Utility with customer service information at this time due to privacy issues but that the PUD will continue to work with them and help them with establishing a utility.

## NEW BUSINESS

### Solar Energy Project

Commissioner Hicks stated that he is interested in pursuing the development of a solar energy project and obtaining information regarding the placement of solar panels on the PUD office. The manager provided information he received from Kitsap PUD regarding their new solar demonstration project. The project cost Kitsap approximately \$27,000.00 to purchase and install. The solar panels generate approximately 5 kilowatt hours of energy. Kitsap PUD worked with Washington State University to develop the project. The supplier was SunWyze located in Olympia. The manager stated that Kitsap is using the project for community relations, school field trips and to demonstrate solar capability.

Commissioner Nuxoll stated that if we proceed he encouraged purchase of the latest technology and with a minimum 25% efficiency rating. After further discussion, it was the consensus of the Board to proceed with information gathering. The Board directed the manager to start the process by contacting Washington State University and other agencies to gather information and present it to the Commission.

### Change the February 10, 2009 Meeting Date

Commissioner Ridge requested that the Tuesday, February 10, 2009 meeting be changed to Wednesday, February 11, 2009 at 5:30 pm due to a schedule conflict.

**MOTION** by Judy Ridge, seconded by Don Nuxoll to approve changing the Tuesday, February 10, 2009 meeting to Wednesday, February 11, 2009 beginning at 5:30 pm. The question was called for on the motion. Passed 3-0.

## MANAGER'S REPORT

Highland Avenue Project – the County's Highland Avenue Improvement Project is progressing well. The PUD has relocated most services between the 1300 and 1400 block of Highland Avenue. By next week they will begin working between the 1400 and 1500 block. Approximately forty-five services will be relocated. A customer spoke with the manager regarding future development on Benjamin Street near the improvement project. In order to prepare for the proposed development and take advantage of current construction, staff will tap and install an 8 inch water line across Highland Avenue to Benjamin Street. The line will be capped and be available for future development. The manager stated that the 2 inch galvanized line on Benjamin provides service to several customers and is in need of replacement. The line supplying the hydrant for Barc Seibly's storage units will be located along the north shoulder of Fleshman Way. The County approved of the location.

Well 7 Standby Generator Fuel Tank – The manager stated that a replacement fuel tank for the Well 7 standby generator has been purchased and should be installed within the next two months. The fuel tank will sit outside of the generator on the concrete pad.

PUD Logo Update – the manager presented the Board with the final design on the new PUD logo. The website will be updated with the new logo along with business cards, letterhead and vehicle decals. Material and other items with the existing logo will be phased out. It was the consensus of the Board to move forward with use of the new logo.

### EXECUTIVE SESSION

Commissioner Hicks stated that the Board will be entering into executive session to discuss personnel issues. Commissioner Hicks noted the start time as 6:15 p.m. and stated that the executive session would last approximately thirty minutes.

Commissioner Hicks reconvened the meeting at 6:40 p.m. No decisions were made.

### COMMISSIONER'S REPORT:

Commissioner Ridge attended the Energy Northwest (ENW) board meetings on January 21 and 22, 2009 in Richland Washington. She reported that the ENW board authorized spending \$200,000.00 on a feasibility study for the potential construction of a 320 – 480 megawatt modular nuclear generator. ENW will contact members by April to determine if there is sufficient interest in the energy output from the project. Commissioner Ridge reported that she was reelected president of the board for another two-year term.

### ADJOURNMENT

There being no further business the meeting was adjourned at 6:52 pm.