

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
April 27, 2010

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.

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

PUD Staff: General Manager Tim Simpson, Treasurer Bob Sischo and Counsel 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 April 12, 2010 Regular Meeting and payment of the Transaction Vouchers covering #1642EFT through #1654EFT in the amount of \$22,314.53 and Blanket Transaction Voucher Approval Document covering vouchers #27892 through #27934, and Electronic Transaction Voucher #20100420 and #20100421 in the amount of \$37,297.79. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

Geographical Information System (GIS) Mapping Project Update

The manager stated that the GIS project is approximately 25% complete. He stated that our consultant, MSA Engineering, has scanned a number of older maps, as-builts and service replacement cards. The survey of the manholes in the PUD sewer system has been completed. Asotin County personnel along with PUD staff were used to complete the survey and data gathering effort. The data gathered is being used to develop an accurate map of the sewer system. The City has approved partnering with the PUD to develop GIS mapping for the City's wastewater conveyance system. The manager stated that mapping the City sewer system will be beneficial to the PUD for identifying the direction of sewer flow as the unincorporated areas of the County grows. Craig Riehle, the new hired GIS Coordinator, will begin work for the PUD on Monday, May 3, 2010.

STEP System Sewer Main Construction on 21st Street

The manager reported that three (3) customers have connected to the recently completed 2-inch pressurized STEP System main line that was installed and connected into the sewer manhole at 10th Avenue. The manager stated that he is waiting to receive invoices before tallying the final costs. Once these are determined a letter will be sent to those who connected requesting payment for their portion of the project. A letter will also be sent to other residents in the area offering connection to the new system at the cost divisible by the potential number of connections.

Landscape and Sign Design Options

The manager presented pictures to the Board for sign and water feature options. He stated that at the last meeting landscape design consultant Don Brigham provided a presentation on the proposed PUD water-wise landscape and design concepts for the placement of a sign bearing the PUD logo. Mr. Brigham stated that the sign alone will cost approximately \$20,000. The manager recommended ordering and installing the sign this year and budget for the landscape and water feature project next year. Commissioner Hicks passed the sign options around to students and others in attendance and asked them to select their favorite. The top choice was a sign that featured basalt columns with a water feature. The manager stated that he would take the selection back to Mr. Brigham for final design and cost estimates.

NEW BUSINESS

MSA GIS Project Engineering Agreement Task Order No 10-02 – City of Clarkston GIS

The manager presented Task Order No. 10-02 which provides for the City of Clarkston's participation in the PUD Geographical Information System (GIS) mapping project. The Task Order adds the City portion of the project to our contractual engineering services agreement with Murray Smith and Associates. The manager stated that surveying of the City sewer manholes by County and PUD will begin this week.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve Task Order No. 10-02 providing for the City of Clarkston's participation in the PUD Geographical Information System (GIS) Mapping Project, adding the Task Order to the consulting engineer's agreement with Murray Smith and Associates, Inc. and authorizing the General Manager to execute Task Order No. 10-02. The question was called for on the motion. The motion passed 3-0.

Ecology Phase 4 – Year 2 Watershed Planning Grant Funding Amendment No. 6

The manager presented an Ecology Watershed Planning Unit Phase 4 – Year 2 Grant Amendment No. 6. He stated that in January the Board approved Amendment No. 5 to the Watershed Planning Grant agreement which cut \$32,800 from the grant funding due to the Governor's announced budget cuts for watershed planning activities. This funding was recently restored by the legislature through adoption of the fiscal year 2010-2011 budget. The restored funding will be used for projects identified in the watershed.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge approving Amendment No. 6 to the Grant Funding Agreement between the PUD and the Washington State Department of Ecology for Phase 4 – Year 2 Watershed Planning authorizing the General Manager to execute the Agreement Amendment. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

2009 Fiscal Year Audit – The manager reported that the Washington State Auditor's Office started work on the PUD 2009 fiscal year audit on Thursday, April 22nd. The manager, Treasurer, Bob Sischo and Commissioner Gary Hicks attended an Audit Entrance Conference today with two state audit staff.

PUD Website – The manager reported that after a year on the new PUD website met with Advantage Advertising to review the website activity and maintenance contract. Advantage stated that 1200 plus hits were made on the website in March alone. They stated that it is being used quite regularly. The manager stated that he has received many positive comments from customers and other PUDs about our site.

City of Asotin Staff – The manager reported the City of Asotin public works staff has left for a position at the City of Clarkston wastewater treatment plant. The PUD has offered their assistance to the City during the transition of hiring and training a replacement.

COMMISSIONER'S REPORT

Commissioner Ridge attended an Energy Northwest (ENW) Board meeting on April 20-22. She stated that Ted Coates is retiring and an ad hoc committee was formed to find his replacement on the Executive Board. Commissioner Ridge stated that William Orser from Raleigh North Carolina has accepted the appointment. She stated that he has nuclear power experience which will be valuable to the Executive Board. Executive Board members were also selected from the member PUD utilities. Will Purser from Clallam, Lori Sanders from Benton, Kathy Vaughn from Snohomish, Jack Janda from Mason No. 1, and Dan Gunkel from Klickitat. Commissioner Ridge stated that ENW attorneys are in contract negotiations with the new CEO candidate. She stated that the Columbia Generating Station has run for 160 consecutive days.

Commissioner Nuxoll will be attended a Watershed Planning Unit meeting on Wednesday April 14th. He stated that the Planning Unit is near conclusion on the negotiation and agreement for stream flows on tributaries identified. Commissioner Nuxoll attended a Stormwater Advisory Group meeting on Tuesday April 20th. He stated that the process of setting up a Stormwater Utility has begun. Grant funding is available to support staff until the end of 2010. The goal is to have the utility approved and billing start in October 2010.

Commissioner Nuxoll will be attending a PURMS self insurance meeting on Thursday, April 29, 2010. The purpose of the meeting is to review changes to PURMS bylaws and policies as a result of measures adopted by the state legislature.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:15 pm.

Commissioner Gary Hicks, President

Commissioner Don Nuxoll, Vice President

Commissioner Judy Ridge, Secretary