

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
May 25, 2010

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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: Gary Hicks and Don Nuxoll.

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 Don Nuxoll and seconded by Commissioner Gary Hicks to approve the consent agenda giving approval of the minutes of the May 11, 2010 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1669EFT through #1682EFT in the amount of \$22,578.93 and Blanket Transaction Voucher Approval Document covering vouchers #27984 through #28024, and Electronic Transaction Voucher #20100521, #20100628, #10052001, #10052401, #10052402 and #10060101 in the amount of \$120,596.98. The question was called for on the motion. The motion passed 2-0.

OLD BUSINESS

There was no Old Business presented.

NEW BUSINESS

PUD and City of Clarkston GIS Mapping Intergovernmental Agreement

The manager presented an Intergovernmental Agreement between the PUD and the City of Clarkston providing for payment of GIS Mapping services under the PUD engineering services agreement with Murray Smith and Associates (MSA). The manager stated that at the last meeting the commission adopted Task Order 10-02 to our engineering services agreement with MSA that provided for mapping of the City of Clarkston's sewer system. He stated that County and PUD completed the surveying of the City's sewer system today. Data has been sent to MSA for review and development of the GIS map.

The manager reported that the City Council adopted the Intergovernmental Agreement at their meeting held on Monday, May 24, 2010.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve the Intergovernmental Agreement between the PUD and the City of Clarkston for Geographical Information System Mapping Services and authorize the General Manager to execute the Agreement. The question was called for on the motion. The motion passed 2-0.

#### PUD and Pomeroy Conservation District Watershed Project Agreement

The manager presented an Agreement between the PUD and the Pomeroy Conservation District for a Watershed Planning funded project. He stated that the Watershed Planning Unit is recommending that the Pomeroy Conservation District receive \$3,000.00 for engineering design services for the Zumult Water District water main replacement project. Pomeroy is acting as a project sponsor. The Zumult water system is losing a large amount of chlorinated water from leaks in their distribution line which is going directly into a nearby stream. The project fits into the Planning Unit's goals of preserving water quality through project implementation. The manager stated that funding for this project is providing for under the PUDs Watershed Planning Agreement with the Washington State Department of Ecology.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve the Watershed Planning Project Agreement between the PUD and the Pomeroy Conservation District and authorize the General Manager to execute the Agreement. The question was called for on the motion. The motion passed 2-0.

#### PUD and Asotin County Regional Stormwater Program Watershed Project Agreement

The manager presented an Agreement between the PUD and the Asotin County Regional Stormwater Program for a Watershed Planning funded project. He stated that the Watershed Planning Unit is recommending that the Asotin County Regional Stormwater Program receive \$3,000.00 for purchasing three (3) Charity Car Wash Kits. The kits will be used to help prevent contaminated water coming off the cars from going into the storm water drain and into the Snake River from charity car wash events. The car wash kits included a basin that fits into a nearby storm drain capturing the car wash runoff. The water is then either dumped into the sewer system or on a grassy area. The project fits into the Planning Unit's goals of preserving water quality through project implementation. The manager stated that funding for this project is providing for under our Watershed Planning Agreement with the Washington State Department of Ecology.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve the Watershed Planning Project Agreement between the PUD and the Asotin County Regional Stormwater Program and authorize the General Manager to execute the Agreement. The question was called for on the motion. The motion passed 2-0.

#### PUD Property Appraisal

The manager presented maps showing 1.46 acres of property on the 2700 Block of Highline Drive that the PUD owns. He stated that an adjacent property owner has inquired about the PUDs interest in selling the property. The manager reported that the property was originally purchased by the Washington Water Power Company as a potential site for a reservoir. The original ditch line ran nearby. The property is not in a strategic location for the PUD system and has no operational value for the PUD. The manager requested permission to retain a firm to complete an appraisal of the property. As required by law, this is the first step in the process in order for the PUD to be able to sell real property. Counsel stated that the property is residential and would not require a commercial appraisal.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to authorize the General Manager to retain a firm to conduct an appraisal of the PUD property located on the 2700 Block of Highline Drive. The question was called for on the motion. The motion passed 2-0.

#### MANAGER'S REPORT

2009 Fiscal Year Audit – The manager reported that the Washington State Auditor's Office has completed their work on the PUDs 2009 fiscal year audit this week. The audit is currently under final review. The manager stated that two minor recommendations will be forth coming. An audit exit conference will be scheduled once the final review is complete.

GIS Mapping – The manager stated that the GIS Mapping Project is on scheduled. He stated that our engineering firm MSA has a scheduled visit on June 2-3. They will be bringing all work complete on the GIS maps. The manager stated that within two weeks of Mr. Riehle's employment GIS maps have been placed on both the manager's and foreman's computers and both have used it regularly since it has been installed.

Revenue Bond Payment – The manager reported the account payable vouchers approved by the Board included the 4<sup>th</sup> to the last payment on the water revenue bond that provided for the purchase of the water system from General Water in 1987. He stated that three payments remain with the final payment scheduled for December 2011.

Sewer System – The manager stated that we will complete our first sewer service repair this week. The repair is challenging due to the depth of the main and the location of the break. The manager stated that backup pumps have arrived for the Bridge Street Lift Station. Backup pumps are necessary because it takes approximately 4 to 5 months to have a replacement built. New grinder pumps have been ordered for the 18<sup>th</sup> Street and Westwind Lift Stations to improve their operation. The manager stated that a homeowner on Halgren Drive has requested connection to the sewer system. He stated that he will calculate the cost to extend the 2” pressure sewer main for connection. The manager reported that he received word from the County Public Works Director, Joel Ristau, that the amount that will transfer from the County’s sewer fund to the PUD is approximately \$230,000.00.

#### COMMISSIONER’S REPORT

Commissioner Nuxoll attended a Public Utility Risk Management System (PURMS) self insurance meeting on Wednesday, May 19, 2010. The group continued to review proposed changes to PURMS bylaws and policies as a result of measures adopted by the state legislature. The review and adoption of the new language will provide better documentation about PURMS processes. He stated that the property and liability formulas are under review because of the higher cost to smaller member PUDs. The new formula if adopted should result in lower costs to our PUD.

#### ADJOURNMENT

There being no further business the meeting was adjourned at 6:10 pm.

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Commissioner Gary Hicks, President

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Commissioner Don Nuxoll, Vice President

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Commissioner Judy Ridge, Secretary