

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
August 25, 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: Gary Hicks, Don Nuxoll and Judy Ridge.

PUD Staff: General Manager Tim Simpson and Treasurer  
Bob Sischo.

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 August 11, 2009 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1426EFT through #1438EFT in the amount of \$19,670.71 and Blanket Transaction Voucher Approval Document covering vouchers #27172 through #27202, and Electronic Transaction Voucher #20090825, #20090901, #09082001, #09082002, and #09082501 in the amount of \$66,814.09. The question was called for on the motion. Passed 3-0

OLD BUSINESS

County Wastewater System Ownership Transfer – System Transfer Agreement

The manager reported that Counsel Scott Broyles continues to work on developing the Memorandum of Understanding (MOU) between the PUD and County for the transfer of their wastewater system. The manager reported that work has begun with Eden Systems, our customer Information system provider, to move County sewer customer data to the PUD database. The manager stated that the work had to be initiated to ensure customer information and the program is ready by January 1, 2010. The County provided the PUD permission to utilize their data for the information transfer. The manager stated that a local firm provided a custom program to the County and will work with us on the information transfer.

The manager stated that the County's account delinquency amount is approximately \$146,900. He stated that each debt has a lien on the property with the highest amount at nearly \$20,000. Discussion ensued about the PUD taking on the delinquencies when assuming the system. The question arose as to whether the property liens could be collected by the PUD. Counsel will need to provide guidance on this issue. The manager stated that collection of delinquent accounts will be detailed in the MOU.

Port of Whitman County – Port of Wilma Contract Fees Moratorium Request

The manager reported that Counsel Scott Broyles continues to work on details of the Port's requested changes to their Water Sales Contract and Operations and Maintenance Agreement with the PUD for the Port of Wilma Water System.

NEW BUSINESS

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

The manager presented Amendment No. 4 to the Washington State Department of Ecology Phase 4 – Year 2 grant agreement for watershed planning. The grant agreement provides the WRIA 35 Watershed Planning Unit with \$100,000.00 in funding toward continued work on implementation of the Detailed Implementation Plan, the development and setting of instream flow, stream gauge monitoring and for projects identified by the Planning Unit. The Agreement is for the period of July 1, 2009 to June 30, 2010.

**MOTION** by Don Nuxoll, seconded by Judy Ridge approving Amendment No. 4 to the Washington State Department of Ecology Phase 4 – Year 2 Grant Agreement and authorizing the General Manager to execute the Agreement. The question was called for on the motion. Passed 3-0.

Ecology Watershed Planning Unit Support Grant Agreement

The manager presented the Washington State Department of Ecology Planning Unit Support Grant Agreement for watershed planning. The grant agreement provides the WRIA 35 Watershed Planning Unit with \$30,000.00 for the biennium beginning July 1, 2009 to June 30, 2011. The funding will be utilized for Watershed Director costs.

**MOTION** by Don Nuxoll, seconded by Judy Ridge approving the Washington State Department of Ecology Planning Unit Support Grant Agreement and authorizing the General Manager to execute the Agreement. The question was called for on the motion. Passed 3-0.

Ecology Watershed Planning Stream Flow Gauge Monitoring Grant Agreement

The manager presented the Washington State Department of Ecology Watershed Planning Stream Gauge Monitoring Grant Agreement. The grant agreement provides the WRIA 35 Watershed Planning Unit with \$24,000.00 for the period of July 1, 2009 to June 30, 2010. The funding will be used to pay Lemire Contracting to provide gauge monitoring and maintenance activities. The total funding for the biennium allotted by Ecology for stream gauge monitoring is \$38,000.00.

**MOTION** by Don Nuxoll, seconded by Judy Ridge approving the Washington State Department of Ecology Watershed Planning Stream Gauge Monitoring Grant Agreement and authorizing the General Manager to execute the Agreement. The question was called for on the motion. Passed 3-0.

Lemire Contracting Consultant Agreement for Watershed Stream Gauge Monitoring

The manager presented the consulting agreement with Lemire Contracting for Watershed Planning Stream Gauge Monitoring. The Agreement provides \$31,200.00 to Lemire for stream gauge monitoring and maintenance activities. \$24,000.00 of the cost of Lemire Contracting services will come from the Ecology Stream Gauge Monitoring grant and the remaining \$7,200.00 in cost will come from the Phase 4 – Year 2 grant. The current Agreement is effective July 1, 2009 to June 30, 2010. The total funding for the biennium allotted by Ecology for stream gauge monitoring is \$38,000.00. The remaining \$14,000.00 will be utilized in Year 2 of the grant. The number of gauges monitored will be reduced in the second year of the biennium requiring less funding.

**MOTION** by Don Nuxoll, seconded by Judy Ridge approving the Consultant Agreement with Lemire Contracting for Stream Gauge Monitoring and authorizing the General Manager to execute the Agreement. The question was called for on the motion. Passed 3-0.

Small Communities Rural Counties Grant Application

The manager stated that the Port of Clarkston approached him about applying for a grant established by the 2009 legislature and administered by the Public Works Board (PWB). The grant caters to small communities and rural counties where the employment rates are higher than average. The total amount available is \$9,531,000.00. The Port will soon be purchasing property from the County in the Evans Road area for the development of an industrial park. In order to develop the park, utility services will need to be extended to the area. The Port is requesting application for both water and sewer facilities. The manager stated that the estimated cost of extending sewer service to the area is \$800,000.00 and the estimated cost to extend water to the property is \$250,000.00. The manager stated that although we do not operate the wastewater collection system, the authorizing vote allows the PUD to construct facilities.

The manager stated that normally the Port would not be eligible for PWB applications but in this instance the State Legislature has expanded the list of qualified applicants. The Board stated that since the Port is an eligible applicant they should be the agency to apply for the grant because it would benefit the development of the industrial park. The Board stated that they felt the application was premature due to the fact that the property transaction with the County had not occurred. The Board directed the manager to not apply for the funding but to assist the Port if they choose to apply for the grant.

### Vehicle Replacement – 1994 Chevy Truck

The manager stated that one of the PUD fleet vehicles, a 1994 Chevy, has reached the end of its useful life. The vehicle currently has 170,861 miles on it and is beginning to have mechanical and engine problems. He stated that the vehicle was scheduled for replacement in 2000 but like most of our equipment we tend to utilize them longer than the scheduled replacement. The truck has a utility service body on it and the new truck will need one purchased and installed.

The manager stated that \$55,529 is available in our Equipment Replacement Fund for a new truck and service body. He estimated that a new  $\frac{3}{4}$  ton 4 x 2 truck capable of supporting a utility service body would cost approximately \$20,000. A utility service body painted and installed would cost approximately \$5,600.00. The manager requested permission to seek quotes for a new 2010  $\frac{3}{4}$  ton truck and utility service body to replace the 1994 Chevy truck. Commissioner Nuxoll stated that he has seen new trucks with utility service bodies included. The manager stated that he would check into it. He stated that once the new vehicle is secured that the 1994 Chevy will be declared surplus through an approved resolution of the Board and advertised for sale as is.

**MOTION** by Judy Ridge, seconded by Don Nuxoll approving the seeking of quotes for a 2010  $\frac{3}{4}$  Ton Truck and Utility Service Body. The question was called for on the motion. Passed 3-0.

### MANAGER'S REPORT

Scenic Way Pedestrian and Overlay Project – The manager stated that the Scenic Way Pedestrian/Bike Path and Street Overlay project is underway. The PUD has requested access from its property to Scenic Way and the storage units and is working with the County to have the approach constructed.

Vineland Cemetery – The manager reported that the Vineland Cemetery Irrigation Improvement project is 98 percent complete. A representative from the Bonneville Power Administration was on site Friday, August 20<sup>th</sup> to view the project. Once additional funding is secure the project will be completed.

Energy Northwest Modular Nuclear Study Project – The manager reported that Ferry County PUD will join both Kittitas and Asotin as partners in participation with the study.

WPUDA Water Workshop – The manager requested from the Board their interest in participating in the 2009 Annual Washington PUD Association Water Workshop. Commissioner Ridge and Commissioner Hicks stated that they would attend the workshop.

COMMISSIONER'S REPORT

Commissioner Ridge attended an Energy Northwest meeting on August 23rd to begin the process of seeking a replacement for retiring CEO Vic Parrish. She reported that a recruitment firm will be sought find a replacement for Mr. Parrish before his July 2010 departure. Commissioner Ridge stated that terms for five (5) Executive Board members will conclude next year. She stated that campaigning for the positions has begun.

Commissioner Nuxoll will be attending the Stormwater Advisory Committee meeting on Wednesday August 26th and the Drinking Water Source Committee meeting on Wednesday, September 2<sup>nd</sup>.

ADJOURNMENT

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