

**Skamania County Public Utility District #1
Regular Meeting of the Board of Commissioners**

April 1, 2013

A regular meeting of the Board of Commissioners was called to order by President Clyde Leach at 9:00 a.m. at the PUD office in Carson, WA. The following persons were present: Commissioner Curt Esch; Commissioner Dennis Gale; Commissioner Clyde Leach; General Manager Brent Bischoff; HR Coordinator Shonna Taylor; and Attorney Ken Woodrich. Auditor Jasen McEathron joined the meeting by telephone.

MINUTES:

- Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the March 18, 2013 minutes. **Motion passed unanimously.**
- Commissioner Esch made a **motion** and Commissioner Gale **seconded** to approve the March 25 and 26, 2013 special meeting minutes. **Motion passed unanimously.**

PUBLIC COMMENT:

- Paul Spencer – Spoke about the affordable housing project he is working on and wanted the Commission to approved a Will Serve Agreement. The duplexes will have sprinklers due to low fire flow. Manager Bischoff received an email from the Department of Health stating connection of the new housing is acceptable as long as the PUD is working toward construction of the new reservoir to alleviate the low fire flow problem. The project consists of two four-plexes, individually metered. Commissioner Esch advised Mr. Spencer to apply for the water connects in the PUD front office. Commissioner Gale would like a copy of the letter from the Fire District with the water applications.
- Mary Repar – Spoke about the broadband community forum in reference to the internet deficiencies in the area and encouraged the Commission to attend upcoming meetings to be held in Stevenson, White Salmon and Mill-A.
- Liz Green – Spoke about a lawsuit with DNR and Klickitat PUD regarding a tree on the power lines causing a fire. The Commission explained that the PUD cannot cut trees outside of the right-a-way.

OLD BUSINESS: None.

NEW BUSINESS:

- **Leak Detection Professional Service Agreement** –Manager Bischoff presented a Professional Services Contract between the PUD and Utility Services Associates, LLC for leak detection services. There was discussion on the contract having a three year term. Attorney Woodrich suggested changing this to a one year term. Auditor McEathron stated the contract is for five days and the price is the same as last year. Commissioner Esch questioned the pipe size with only 6” noted. We have 8” and 12” also in the system. Manager Bischoff explained the leak detection would be in specific areas where the pipe size is ¾” to 6”. Commissioner Gale would like clarification if this contract is for both Carson Water and Underwood Water. Commission Gale made a **motion** and Commissioner Esch **seconded** to approve the Professional Service Agreement with Utility Services Associates, LLC for one year not to exceed

\$6,049. **Motion passed unanimously.** Manager Bischoff will provide clarification of the leak detection focus to the Commission.

- **Resolution No. 2428- Carson 2005 Bond Construction Fund Transfer** – Manager Bischoff presented Resolution No. 2428. Commissioner Esch made a **motion** to approve and Commissioner Gale **seconded** to approve Resolution No. 2428 transferring \$147,268.64 from the Carson Water 2005 Bond Construction Fund to the Carson Water General Fund for capital improvement expenses. **Motion passed unanimously.**
- **Resolution No. 2429 – Underwood 2005 Bond Construction Fund Transfer** – Manager Bischoff presented Resolution No. 2429. Commissioner Gale questioned capitalization of the leak detection. Attorney Woodrich explained that leak detection services is an assessment of the system condition for improvement. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve Resolution No. 2429 transferring \$68,354.21 from the Underwood Water 2005 Bond Construction Fund and \$793.40 from the Underwood Construction Fund to the Underwood Water General Fund for capital improvement expenses. **Motion passed unanimously.**

ATTORNEY’S REPORT: None.

MANAGER REPORT:

- **Bear Creek Diversion:** Manager Bischoff met with two employees from Fish & Wildlife regarding the Bear Creek Diversion Dam. They were open to options for mitigation and will conduct a fish survey above and below the diversion dam within the coming month. Manager Bischoff is optimistic about mitigation in lieu of fish passage.
- **One-line Diagram** – The one-line diagram of the future biomass plant is nearly complete. It will be forwarded to Paul Spencer for application to connect to the BPA network.
- **Strategic Planning** – The notes from the March 25 and 26, 2013 strategic planning meeting will be complete as soon as time allows and the Commission will be provided copies for review.
- **PUD Community Meeting Room:** Manager Bischoff discussed with the Commission some of the problems with the community meeting room. It was a suggestion that this room possibly be limited to meetings and not be available for social events. Food and drink spills from parties with young children are not being cleaned up by the groups using the room. Also these types of parties have been disruptive to PUD business during normal working hours. Discussion followed proposing possible solutions. Commissioner Gale would like staff to come back with recommendations to the Board of policy changes for the community meeting room.

AUDITOR REPORT:

- **Office Printer:** Auditor McEathron presented a memo to the Commission regarding the main office billing printer. It is recommended the printer be replaced rather than repaired due to age and cost of repairs. Radcomp quoted for a comparable printer replacement in the amount of \$4,071.06. The replacement was not budgeted for 2013. Commissioner Esch expressed his appreciation of the information memo and thinks we should move forward with the purchase of a new printer. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the purchase of a new billing printer. **Motion passed unanimously.**

COMMISSONER’S REPORT:

- Commissioner Gale reported on PUD Association meetings for the past two months regarding Board and Manager relationships; highlighting on key points. He also reported on the Energy Committee Meeting and the discussion on solar panel incentives and the impact to electric rates. Clark County has become a member of the PUD Association again and the recommendation to use their dues to pay off the Association building in the amount of \$190,000 was approved.

Calendar Review

Commissioner Esch will be attending PPC meetings.
 Commissioner Gale will be attending WPUDA meetings.
 Commissioner Leach will be attending Energy Northwest meetings.

VOUCHER APPROVAL:

Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the vouchers audited and certified as required by RCW 42.24.080 and RCW 42.24.090.

Voucher	Number	Amount
Electric System	48953-48995	\$589,856.96
Carson Water	6103-6108	\$5,725.38
Underwood Water	3611-3614	\$ 5,448.72

Commissioner Leach had a few questions on the vouchers. Commissioner Leach inquired about the Plan Update for Underwood Water and Manager Bischoff explained that this is still in process, but the plan is close to completion. There was also a question on the billing for a generator for the Carson Water System from Sunbelt. It was explained that this was used during the repaint of the Carson reservoir when we were relying on the Industrial well as our only source. Commissioner Leach inquired about line replacement on Wallis Engineering. Manager Bischoff explained this charge is for design work. **Motion passed unanimously.**

PUBLIC COMMENT:

- Sherry Esch – Commented on the public meeting room, understanding the problems and doesn’t know the perfect solution, but this room is widely used by the public. Mrs. Esch also inquired about Voucher 48976 in the amount of \$2,190 for a conference.

Meeting adjourned at 10:20 a.m.

Clyde Leach, President

Dennis Gale, Secretary

The next regular scheduled Board of Commissioners’ Meeting will be
Monday, April 15, 2013 at 9:00 a.m.