

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

May 20, 2013

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

MINUTES:

- Commissioner Gale made a **motion** and Commissioner Esch stepped down and **seconded** to approve the May 6, 2013 minutes. **Motion passed unanimously.**

PUBLIC COMMENT: None

OLD BUSINESS: None

NEW BUSINESS:

- **Resolution No. 2431 – 2013 Privilege Tax Transfer** – Auditor McEathron presented Resolution No. 2431. Commissioner Gale made a **motion** and Commissioner Esch stepped down and **seconded** to approve Resolution No. 2431 transferring \$178,685.61 from the Privilege Tax Fund to the Electric General Fund. **Motion passed unanimously.**
- **Resolution No. 2432 – Electric Construction Fund Transfer** – Auditor McEathron presented Resolution No. 2432. After discussion, Commissioner Gale made a **motion** and Commissioner Esch stepped down and **seconded** to approve Resolution No. 2432 transferring \$208,495.81 from the Electric Construction Fund to the Electric General Fund. **Motion passed unanimously.**

It was noted by consensus that Commissioner Leach is on excused absence because he is attending the NWPPA Annual Conference; therefore, Commissioner Esch presided over the meeting.

DISCUSSION ITEMS:

- **Scenic Heights Water Line Replacement:** Manager Bischoff provided an overview of the Scenic Heights water line replacement project. The original budgeted scope would replace only one of two water lines serving Scenic Heights; the budget for the original project scope was \$25,000. Both of the 2 inch galvanized pipe lines are experiencing leaks. Staff recommends an increase in project scope to replace both water lines serving Scenic Heights for an estimated cost of \$68,000. Since the Scoggins Rd phase 2 project has been postponed, money is available in the 2013 capital budget for this scope

increase. Manager Bischoff briefed Commissioner Leach last week on this proposal. All three commissioners agreed with the staff proposal to increase the scope of the Scenic Heights waterline replacement project.

ATTORNEY'S REPORT: None.

MANAGER'S REPORT:

- **Outage Report:** Manager Bischoff reported on the April outage report, which was significantly below the 10 year average for faults.
- **Water System Loss Report:** Manager Bischoff reported on the water system leak losses for both the Carson Water and Underwood Water systems. Leakage losses for the Underwood System are down significantly since the identification and repair of a leak last fall on Underwood Road. Commissioner Esch inquired if there were tools that could help the PUD crew detect leaks more efficiently. There was discussion of updating the PUD's leak detection equipment as part of the 2014 budget. Commissioner Gale inquired about tracking sub-meters to analyze for leak detection. Manager Bischoff will research the issue.

Commissioner Esch inquired about the use of telemetry for Sheppard Pump Station and Manager Bischoff provided an update.

AUDITOR'S REPORT:

- **Bad Debts:** Auditor McEathron presented the bad debts in the amount of \$1,620.69. After discussion, Commissioner Gale made a **motion** and Commissioner Esch stepped down and **seconded** to approve the bad debts. **Motion passed unanimously.**
- **Fleet Rotation Schedule:** Auditor McEathron presented the updated fleet rotation schedule and budget. Auditor McEathron suggested ordering two light duty trucks from the WA State contract now to fulfill the planned replacements in 2013 and 2014. The Commissioners agreed with ordering the two trucks from the state contract.
- **2013 1st Quarter Financials:** Auditor McEathron presented the 1st Quarter Financials for 2013. Commissioner Gale requested that the budget income statement include the quantity of electricity and water purchased and sold.
- **2013 1st Quarter Capital Improvements:** Auditor McEathron presented a summary of capital improvements for the 1st Quarter for 2013. There was a discussion of the Department of Health 6-Year Update Plan and state requirements.

COMMISSIONER'S REPORT:

- **Meetings:** Commissioner Gale provided a summary of his attendance at the Washington PUD Association meetings.

CALENDAR:

- Commissioner Esch will be attending the PPC Meeting on June 6, 2013
- Commissioners Gale will be attending the PURMS Board Meeting on June 6, 2013.
- Commissioner Gale and Manager Bischoff will be attending the WPUDA Meetings June 26 & 27, 2013.

Commissioners Gale suggested that Project Coordinator Sharp attend the WPUDA water meeting.

VOUCHER APPROVAL:

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

Voucher	Number	Amount
Electric System	49119-49183	\$402,363.43
Carson Water	6123-6133	\$60,972.71
Underwood Water	3620-3624	\$20,669.78

PUBLIC COMMENT:

- None

Meeting adjourned at 10:33 a.m.

Clyde Leach, President

Dennis Gale, Secretary

The next regular scheduled Board of Commissioners' Meeting will be
Monday, June 3, 2013 at 9:00 a.m.