

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

September 3, 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; Auditor Jasen McEathron; Project Coordinator Melanie Sharp; and Attorney Ken Woodrich (via phone until 11 a.m.).

**MINUTES:**

- Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the August 19, 2013 minutes. **Motion passed unanimously.**

**PUBLIC COMMENT:**

- Sherry Esch read into the record a letter regarding Draft Resolution No. 2434 – District Official & Employee Indemnification. She requested that the Board of Commissioners not vote to approve the resolution. Commissioner Gale made a motion to take Resolution No. 2434 off the table to allow for discussion. There was no second so the motion failed.

**NEW BUSINESS:**

- **PSC Leak Detection – Utility Services Associates-** Auditor McEathron presented a contract with Utility Services Associates to perform leak detection in the Underwood system. Commissioner Esch inquired if the leak detection would be performed in an area previously surveyed; Manager Bischoff would investigate and report back. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the contract with Utility Services Associates for \$3,749.00 plus L&I filing fees and taxes. **Motion passed unanimously.**
- **PSC Pole Attachments – EES Consulting-** Auditor McEathron presented a contract with EES Consulting to provide consulting services for a revenue requirement and cost of service study computer model. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the contract with EES Consulting for \$320.00. **Motion passed unanimously.**
- **2014 Proposed Budget-** Auditor McEathron presented the proposed Electric budget for 2014. The Board discussed several line items with management.

There was a break at 10:25 a.m. for 5 minutes. The meeting resumed at 10:30 a.m.

**DISCUSSION ITEMS:**

- **Customer Water Connect-** Manager Bischoff presented information regarding combined water service to separate lots, properties or residences and recommended that a policy be developed to address the issue. Commissioner Gale requested that Manager Bischoff investigate the extent of this issue before moving forward with a policy.

## ATTORNEY'S REPORT:

- None.

## NEW BUSINESS CONTINUED:

- **2014 Proposed Budget Continued**- Auditor McEathron presented the proposed Carson and Underwood Water budgets for 2014. The Board discussed several line items with management.

## OLD BUSINESS:

The Board entered into Executive Session at 11:55 a.m. to discuss Employee Performance per RCW 42.30.110(1)(g) for a duration of 15 minutes. Executive session ended at 12:10 p.m. There was a one-hour break for lunch at 12:10. The meeting reconvened at 1:10 p.m.

## MANAGER'S REPORT:

- **Auditor Evaluation** – Manager Bischoff presented Auditor McEathron's evaluation for May 2, 2012 through May 1, 2013. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the Auditor/Manager of Finance and Administration Evaluation. **Motion passed unanimously.**
- **Outage Report – July 2013** – Manager Bischoff presented the July 2013 outage report. There were 13 URD faults, two varmint faults, and one broken jumper.
- **Locator Replacement** – Manager Bischoff reported that one of the two underground cable and pipe locators owned by the PUD has failed and is not repairable. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the purchase of a new underground cable and pipe locator from RJM Equipment Sales, LLC for a cost of \$4,064.93. **Motion passed unanimously.**
- **NERC Appeal** – Manager Bischoff discussed the NERC registration appeal that is currently under review by NERC.
- **Silverstar Cabinets Transformer Replacement** - Manager Bischoff discussed the replacement of the transformer bank at the Port of Skamania property leased by Silverstar Cabinets. The total project cost was estimated at \$19,182. During negotiations with the Port, the PUD agreed to pay for one-third of the cost.
- **Tree Trimming** – Manager Bischoff reported on tree trimming progress and discussed the possibility of contract tree trimming in the west end of the County. There was also discussion about having a 4-man crew. Manager Bischoff will be looking into the issue more thoroughly in the future.
- **Radio Read Meter** – Manager Bischoff reported on his visit to Kittitas PUD to observe their radio read meters.

## AUDITOR'S REPORT:

- **Dobbins Road URD Project** – Auditor McEathron requested a change order on the Dobbins Road URD project. Commissioner Gale made a **motion** and Commissioner Esch **seconded** to approve the

change order in the amount of \$1,480.90 plus tax to compensate Van Pelt Inc. for additional work that was performed. **Motion passed unanimously.**

**COMMISSONER’S REPORT:**

- None.

**CALENDAR:**

- Commissioner Esch will be attending the PPC meeting on September 5, 2013.
- Commissioner Gale will be attending the WPUA meeting on September 18 – 20, 2013.
- Commissioner Leach will be attending the WPUA Water Workshop on September 25 – 27, 2013.

**VOUCHER APPROVAL:**

Commissioner Esch made a **motion** and Commissioner Gale **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	49540-49586	\$258,179.21
Carson Water	6176-6186	\$ 33,073.70
Underwood Water	3643-3649	\$ 22,290.18

**PUBLIC COMMENT:**

- None.

Meeting adjourned at 1:50 p.m.

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**Clyde Leach, President**

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**Dennis Gale, Secretary**

The next regular scheduled Board of Commissioners’ Meeting will be  
**Monday, September 16, 2013 at 9:00 a.m.**