

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

September 6th, 2011

A regular meeting of the Board of Commissioners was called to order by President Dennis Gale at 9:00 a.m. at the PUD office in Carson, WA. The following persons were present: Commissioner Clyde Leach; Commissioner Curt Esch; Commissioner Dennis Gale; Interim Manager, Robert Gentry; Auditor, Jasen McEathron; Attorney, Ken Woodrich; Work Order Specialist/HR Coordinator, Shonna Taylor.

MINUTES:

- Commissioner Esch made a **motion** to approve the August 1, 2011 Board of Commissions' regular meeting minutes. Commissioner Leach **seconded** the motion and the minutes were **approved unanimously**.
- Commissioner Esch made a **motion** to approve the August 15, 2011 Board of Commissions' regular meeting minutes. Commissioner Leach **seconded** the motion and the minutes were **approved unanimously**.

PUBLIC COMMENT:

- Darlene Andersen explained the request to reassign a Carson Water connection. After discussion with the Board, Commissioner Leach made a **motion** to grant the Assignment of the Carson Water Connect with documentation by the Earnest Money Agreement provided. Commissioner Esch **seconded** the motion and the motion was **approved unanimously**.

OLD BUSINESS:

- **Part-time Mechanic** - Manager Robert Gentry reported to the Board that the Part-Time Mechanic position had been filled.
- **General Manager Search** – Auditor McEathron reported that several job descriptions were obtained from other PUD's. Commissioner Gale requested those be sent to the Commissioners for review.
- **Project Management Coordinator Position** – Discussion was held on the job description, title for this position, pay range, qualifications and hiring committee by the Board and staff. After discussion, it was decided that this would be tabled to next meeting to present a modified job description with the salary range.

NEW BUSINESS:

- **2012 PUD Budget-First Reading** – Manager Gentry presented the Board with the draft 2012 Budget with an Executive Summary for The Electric System, Carson Water System and Underwood Water System. This was the first presentation. The 2012 Budget for all three systems were discussed between

Management Staff and the Board. The Commission will have a Budget Workshop Special Meeting on September 8, 2011 at 9:00 a.m. to discuss the budget further.

Break at 10:30 a.m.

Meeting reconvened at 10:44 a.m.

- **Interlocal Agreement with Skamania County – GIS** - The PUD requests that Skamania County perform Geographic Information System (GIS) services. The cost to load the software is \$1,040 and GPS field training for an estimated 20 to 30 hours at \$35.00 per hour. The County will work with PUD personnel to load PUD facilities on the county maps. Commissioner Esch made a **motion** to approve the Interlocal Agreement. Commissioner Leach **seconded** the motion and the motion was **approved unanimously**. Commissioner Leach made a **motion** to have Manager Gentry sign this agreement. Commissioner Esch **seconded** the motion and the motion was **approved unanimously**.
- **Mark Yinger Contract-Carson Water System** – Manager Gentry presented a Professional Service Contract with Mark Yinger to the Board. The purpose of the Professional Service Contract is to have Mark Yinger & Associates prepare a preliminary report to identify the Linde Well and Industrial Park Well aquifer boundaries and senior water right applications. Phase one is to determine and define issues and prepare a draft report for the PUD. The next step will be preparation of the water right application. The amount of this contract is not to exceed \$4,000.

Attorney Woodrich suggests some minor changes to the standardized Professional Service Contract. After discussion Commissioner Esch made a **motion** to approve the Professional Service Contract with Mark Yinger authorizing Manager Gentry to sign. Commissioner Leach **seconded** the motion and the motion was **approved unanimously**.

DISCUSSION ITEMS:

- **Wind River Nursery Water Rights** – Attorney Woodrich has set up an interagency meeting on September 20, 2011 to discuss the Wind River Water Rights with the PUD Board of Commissioners, Manager Robert Gentry, Auditor Jasen McEathron, Water Distribution Manager, Tom Vance, Port of Skamania County Staff, Skamania County Commissioners and staff, and possibly the Forest Service and other consultants. The goal of this meeting is to have the agencies discuss the possibility to move forward with a feasibility study and work together on this project. The meeting will be at Rock Creek, September 20, 2011, at 2:30 p.m.

AUDITOR REPORT: None.

COMMISSIONERS' REPORT:

- Commissioner Esch reported that he had attended the WPAG meeting.
- Commissioner Gale reported on a conference call with PUD Association and the topic of municipal water law. There was conversation about water rights sitting idle can be lost.

Attorney Woodrich will look into this matter further.

CALENDAR:

The Commission and Staff reviewed the following calendar dates:

- Budget Workshop, September 8, 2011, Special Meeting
- Wind River Nursery Water Rights Meeting September 20, 2011 at 2:30 p.m.
- WPUDA Association Meeting September 14-16, 2011
- WPUDA Water Workshop September 28-30, 2011
- PPC Meeting October 6, 2011

PUBLIC COMMENT:

- Liz Green inquired about the May 24, 2011 meeting, Bear Creek Bypass Grant, Budget Workshop and hiring of the Project Manager vacancy.
- Sherry Esch commented on the Budget, Underwood Water Rates, Manager Position and May 24, 2011 meeting.

VOUCHER APPROVAL:

Vouchers were approved for payment by a **motion** made by Commissioner Leach.

Voucher	Number	Amount
Electric System	46729-46795	\$ 576,947.35
Carson Water	5817-5819	\$ 980.78
Underwood Water	3450-3453	\$ 10,485.14

Commissioner Esch **seconded**, and the **motion was carried unanimously**.

Entered into Executive Session at 12:10 a.m. for 10 minutes to discuss potential litigation (RCW 42.30.110 (1)(i)).

Executive Session was extended 5 minutes.

There was no action taken in Executive Session.

Meeting reconvened at 12:25 p.m.

Meeting adjourned at 12:27 p.m.

Dennis Gale, President

Curt Esch, Secretary

The next regular scheduled Board of Commissioner’s Meeting will be:
Tuesday, September 19th, 2011 at 9:00 a.m.