



PUD BOARD MEETING MINUTES

JANUARY 12, 2010

PRESENT: Tom Ashmore, Mike Elmore, Gene Tobie, Rod Peterson, Marla Skroch, Roger Prowell, Patsy Busick, Tom Peachey and Ben Beseda.

GUESTS: None.

Meeting called to order at 6:30 pm by President Tom Ashmore.

Motion by Mike Elmore; second by Gene Tobie to approve the December 15, 2009 minutes and consent agenda. Motion approved 5 ayes, 0 nays.

PUBLIC COMMENTS: None.

FINANCIAL REPORT: Patsy Busick presented financial reports. With interest earned in December 31, 2009 of \$264.23 less \$10.06 service charge and transfer of \$136,302.62 to CRB, account balance was \$455,184.04. As of December 31, 2009, Columbia River Bank account balance was \$13,533.17. After Board review of the budget vs. actual reports and unpaid bills reports, financials were approved as presented.

ENGINEER OF RECORD REPORT: No development items – with slow market, there were no items on site team agenda so meeting was cancelled.

Working with Roger and field staff on information to update system maps. Ken with Tenneson Engineering will meet with staff this Friday to go over drafts of maps.

Moving into working on hydraulic model and should have it up and running by the end of February.

Monday afternoon Ben and Roger will meet to kick-off the beginning of updating the Master Plan.

By first of April 2010, should have all projects done and in hand.

Had a couple walk-throughs in Pomona Meadows Homeowners Association property with Roger regarding installing new water lines and individual meters. Dollar amount penciled out to approximately \$8K+ per household with the entire project costing between \$800K-\$900K. PMHA's monthly meeting will be held on January 23, 2010 and Charley Roush wanted the information to discuss at their annual meeting. Board member Mike Elmore inquired about the District's involvement and what type of funding the Homeowners' Association was looking into. He also indicated he hopes PMHA will do it on their own if they so choose to move forward with the project.

DISTRICT MANAGER'S REPORT: Main items accomplished since the last Board meeting are:

1. Thanks to Jeb and the rest of the crew, we delivered updated valve books, numbered fire hydrants and map changes to Ben last Wednesday. We started this project late last summer and the crew has devoted hundreds of hours to this project. Ben now has updated system data to drive the hydraulic model. Having hydrant flows, pressure numbers and valve size are critical components to the model.
2. We resolved the LC3/Sunflower pump station hump and jump event. Cost more than \$1K in Hage electrical costs and about \$1K in telemetry costs to get it resolved.
3. Repaired several leaks in system, all service line leaks on "our side" except for leak on Maple Street which was both a service line and a distribution main.

4. We ordered up high tech and NSF and AWWA approved epoxy to begin our aeration floor patching project. This epoxy is \$160 per gallon. Sam is being responsible for the safety side of this project in terms of confined space and PPE/air quality.
5. The cold weather generated some high water billings with customers due to freezing pipes. Some in the \$400-\$900 range.
6. Bill and Nate gathered data and serial numbers on all of the pressure reducing valves in the system in preparation for bids for maintenance and any needed repairs. We have about a dozen of these devices in the system and scheduled maintenance is necessary to keep them functional, especially with our water quality that tends to deposit.
7. We finished our scheduled blow off of dead end mains and crew reported that the time it took for the water to run clear was much reduced from the last time (first time).
8. Ben and District staff work with Charley Roush to come up with a rough estimate of cost to individually meter each dwelling in Pomona Meadows. We measured and walked the street and chatted with Charley about his plans. Charley was interested in this project to see if it would save PMHA money.
9. Looking at the financial side, we have \$455K in LGIP. On the upside of this equation we have not had to drag operational/payroll funds from LGIP for the winter months as was the case last year. We used considerable funds from CRB to pay insurance (\$34K) and got skinny on checkbook numbers in order NOT to drag more funds out of LGIP. If we had not had the rate increase the LGIP funds would be at least \$40K shy plus about \$5K for operational expenses. At the end of today we have about \$13K in CRB and will have enough money in the CRB account to shove \$15K in LGIP at the end of the month. (Income this month will be about \$70+K.)
10. At our weekly meeting for this year, I asked each crew member to talk about the most important thing, from their point of view, of positive things in the year 2009. This was an interesting session and reflects the wide range of projects and efforts the District has made during the past year.
 - a. Sam: Passing his certification exam and having business cards and being a water professional.
 - b. Nate: Getting the valves work done, maps updated and getting field reality nailed down.
 - c. Bill: Knowledge of the system and getting the hydraulics of the reservoirs smooth and good operational control and understanding how to get redundant water on line in times of emergencies.
 - d. Jeb: Hydrants flow tested, data to Mid Columbia Fire guys/Tenneson Engineering and learning the software package to hydrant maintenance.
 - e. Lea: Working on the CUSI/QuickBooks issue and balancing the books, good customer relations during the rate increase process.
 - f. Patsy: Getting office tech updated with new printers, laptop and computer and becoming more efficient.
 - g. Roger: Crew harmony remains excellent, good communications and work as a pack to attack problems. Second was getting the rate increases established and surviving the media show with great support from the Board.

Roger then asked the Board's review of 2009. Tom Ashmore: Happier with management and new positive attitudes. Gene Tobie: Pleased with everything running smooth. Mike Elmore: The District is running like a utility should. Tom Peachey: Great pride in handling rate increases. Kudos to Tom Ashmore the way he handled public meetings and comments.

In regards to Roger's comments in his Manager's report pertaining to the high water billings due to freezing pipes during the cold weather, Tom Ashmore asked if there was a policy as far as the customer(s) pleading their case. Mike Elmore recommended that some type of policy be put in place for customers to receive some type of relief from bill if leak is fixed within a reasonable amount of time. Roger commented that most of our costs are fixed and doesn't seem fair to have neighbors pay for the other customers' leaks. Roger and Tom Peachey will work on language for a policy and will present to Board at next meeting.

OLD BUSINESS: Grants and loans update: Tabled for future meeting. Master Plan and Ben's work needs to happen first.

NEW BUSINESS: SDAO Conference will be held February 3, 2010 – February 7, 2010. Roger will be attending. Also Tom Ashmore will be attending representing the District and Mid Columbia Fire & Rescue. Marla Skroch showed interest and will confirm within a day or two.

TRAINING SEMINARS & CLASSES: Tommorrow, January 13, 2010, Roger and staff will watch a webcast presented by AWWA on Optimal Water Quality.

BOARD COMMENTS: All Board members, again, expressed what a great job management continues to do operating the District.

With no further business, motion by Gene Tobie; second by Marla Skroch to adjourn meeting. Motion approved 5 ayes, 0 nays.

Meeting adjourned at 7:20 pm.

Submitted By: _____
Patsy Busick, Admin./Human Resources

Approved as to content at regular meeting held February 9, 2010.

By: _____
Tom Ashmore, President
Board of Directors