



PUD BOARD MEETING MINUTES

NOVEMBER 16, 2011

PRESENT: Tom Ashmore, Mike Elmore, Marla Skroch, Rod Peterson, Richard Kessler, Roger Prowell, Patsy Busick, Tom Peachey, Jeb Miller, Lea Stephens and Ben Beseda.

GUESTS: None.

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

Motion by Mike Elmore; second by Marla Skroch to approve the October 11, 2011 minutes and consent agenda. Motion approved 4 ayes, 0 nays.

PUBLIC COMMENTS: None.

FINANCIAL REPORT: Patsy Busick presented financial reports. With interest earned by October 31, 2011 of \$353.24, less \$10.00 service charge, the LGIP account balance was \$832,162.00. As of October 31, 2011, Columbia State Bank account balance was \$88,523.44. The balance of the CSB SDC checking account as of October 31, 2011 was \$24,622.06 with one new service at 1105 Myrtle St. CSB Connections checking account was \$12,016.56 with \$500 being deposited for the same address. The balance of the CSB Service Deposits Held-Restricted account as of October 31, 2011 was \$17,780.63. Financials were approved as presented.

ENGINEER OF RECORD REPORT: Ben Beseda presented the Engineer of Record report.

Ben is still working with Bert Hodges regarding easements on his property on W. 6th Street south-east of Chenowith Creek. At this point it is unknown what easements exist. Bert Hodges has stated that he has paperwork showing utility easements but at this point he has failed to demonstrate the documents. The District has two hydrants on his property that are only in operation during the summer months but are still maintained throughout the year.

Second Street Project: Ben has received approval of his proposal to complete a preliminary analysis of a combined City of The Dalles/Chenowith Water PUD project from the City Public Works Director. He has not started the work on this study yet but will do so in the month of December.

Lockwood Street Project: Approval of construction plans for the Starlight to Sunflower segment of this project has been received from the OHD Drinking Water Program.

Sunrise Estates Addition: Ben has had several new review iterations with the architect and engineer for this project. They have complied with our change requests and we will issue a conditional approval letter this week. They expect plan approval and permit issuance prior to year end and start of construction right after the New Year. The PUD will receive a SDC fee in the amount of \$58,900 for 19 new units to be constructed at this time. Our approval is being coordinated with the City and building code agency.

There were no other new items this past month.

DISTRICT MANAGER'S REPORT: Roger presented his Manager's Report with the normal charts and graphs showing water production, revenue, unaccounted for water and pictures from the field. He also showed charts demonstrating that over the last three years our customers have responded to the increase in price by lowering water consumption. This is positive information for the WMCP but also shows a trend that the next rate increase may not have the anticipated effect on revenue. These charts were compiled for the WMCP, which is in its final stages of completion.

Overall the system ran fine without major problems either in the field or in the telemetry side other than a restart to balance the system.

We are purchasing new tires and brakes to get the vehicles ready for winter operation.

We had a request from the Pomona Board for a download of our pressure recordings from our PMHA file. We downloaded the data to a thumb drive for them and hopefully they may be making progress on this issue.

Revenue was up for the month of October compared to the last three years due to light precipitation and warm temperatures. This enabled our revenue projections to get a little closer to actual anticipated dollars.

We now have LC3 water supplying our community. Water quality is getting better with nitrate levels dropping to 1.6 ppm nitrate which usually runs 1.8 ppm. Patsy ran numbers on cost per MG for Well # 4 vs. LC3 and concluded that LC3 water is about 30% less costly than Well # 4 water. We now have four options for water to the main system: Well # 4, Well # 3, LC3 and City of The Dalles.

Operations Supervisor, Jeb Miller showed a Power Point presentation of photos of the process of providing water to the flats from LC3, describing the Foley Booster control valve, installation and winterizing the PRV at Bert Hodges, and the Pomona shop bathroom project. The new bathroom at the Pomona shop will be built according to ADA standards to look to the future.

We will sample all wells next Monday for the annual nitrate protocols.

The rough draft of the District's annual audit was presented to Roger by Nate Reagan with Friend and Reagan, P.C. for his review. Nate asked if the Board would prefer an executive summary of the financials at a special meeting, an in-depth explanation during a luncheon, or a short presentation at the January 2012 Board meeting. It was the recommendation of the Board to have a brief explanation of the annual audit report at the January 2012 Board meeting.

An overview was given on the flyers mailed to all the District's customers. The purpose of the flyers is to gather updated ownership/renters information not currently included in the account files and to inform our customers of the changes in the Water Service Charges with Delinquency & Shut-off Policy.

OLD BUSINESS: President Tom Ashmore introduced Richard Kessler who was recommended by Marla Skroch for the Board of Directors position for Sub-District # 5.

Motion by Marla Skroch; second by Mike Elmore, to appoint Richard Kessler for the position of Board of Director for Sub-District # 5. Motion approved 4 ayes, 0 nays.

Richard Kessler took his Oath of Office and was sworn in by Attorney of Record Tom Peachey.

NEW BUSINESS: None.

TRAINING SEMINARS & CLASSES: Roger reported on the OPUDA Conference.

BOARD COMMENTS: The District's non-business Holiday dinner will be December 7, 2011 with social at 6 pm and dinner at 6:30 pm. This year's event will be at the Columbia Portage Grill. An announcement will be made to the public indicating the gathering will not involve any type of District business.

With no further business, motion by Rod Peterson; second by Mike Elmore to adjourn meeting. Motion approved 5 ayes, 0 nays.

Meeting adjourned at 7:30 pm.

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

Approved as to content at regular meeting held December 13, 2011.

By: _____
Tom Ashmore, President
Board of Director