



January 19, 2017 Meeting Minutes

Moscow UI Facilities Services Center, Jack's Creek Meeting Room, 2:00 PM

**Attendance**

	UI: Elmer Johnson, Water Systems Manager	X	WSU: Dan Costello, Assistant VP, Facilities Services
X	UI: Eugene Gussenhoven Utilities and Engineering Director	X	WSU: Steve Potratz, Plant Engineer – Facilities Operations
X	Moscow: Tyler Palmer (Vice-Chair) Deputy Director Operations	X	Pullman: Clayton Forsmann Deputy Director of Public Works
X	Moscow: Gina Taruscio, City Council Member	X	Pullman: Kevin Gardes (Chair), Director of Public Works
X	Moscow: Les MacDonald, Director of Public Works		Pullman: Fritz Hughes City Council Member
X	Latah County: Paul Kimmell, County Representative	X	Whitman County: Mark Storey, Director of Public Works
X	Latah County: Tom Lamar, County Commissioner	X	Whitman County: Art Swannack, County Commissioner

Visitors and Others

Robin Nimmer, Terragraphics; Guy Gregory, WDOE; Ben Floyd, Anchor/QEA (via phone);  
 Jeff Hansen, HDR (via phone); Steve Robischon, PBAC (via phone)

**Call to Order**

Kevin Gardes called the meeting to order at 1:58 PM and the group conducted self introductions. Two new PBAC members were welcomed by the group: Gina Taruscio, Moscow City Councilor, replacing Walter Steed, and Clayton Forsmann, Pullman Deputy Director of Public Works, replacing Mark Workman.

**1) Approval of the November 17, 2016 Meeting Minutes**

November draft minutes were approved by consensus.

**2) Public Comment for Items not on Agenda – None**

**3) Presentation/Discussion – None Scheduled**

**4) Unfinished Business –**

**• Water Supply Alternatives Project, Data Gaps and Next Steps – Ben Floyd**

Ben Floyd and Jeff Hansen walked the group through a review of the draft Palouse Groundwater Basin Water Supply Alternatives Analysis Report, polling the group for questions or comments. Gardes encouraged the group to pay special attention to the section detailing future demand and water conservation. After discussion, the group decided to keep all 4 alternatives under consideration rather than narrowing the focus to one or two. There appeared to be group consensus to keep specific target dates out of the report, and to work to develop a robust public involvement process.

Floyd tasked the group to thoroughly review sections 5 and 6 (Findings and Recommendations, Data Gaps and Next Steps) as well as Appendix I (Data Gaps and Information Needs memo), and provide comments no later than January 31. The consultants will then lay out more detail on next steps for consideration at the February PBAC meeting.

Gardes noted the consultant group is slightly over budget on the project, and asked Floyd to prepare a memorandum justifying access to project contingency funds.

**5) New Business - None**

**6) Adjourn to Executive Session to Consider Hiring a Staff Member -**

- The group adjourned to executive session, and after approximately 20 minutes, reconvened the regular PBAC meeting.

**7) Consider Hiring of New Executive Manager**

- After reconvening the regular meeting session, a motion was passed to employ Steve Robischon as PBAC Technical Advisor for a period of 1 year at a salary of \$28,000.
- A second motion was passed to issue an employment offer for the PBAC Executive Manager position to the selected finalist and authorize the PBAC chair to negotiate salary within the accepted UI range.
- A third motion was passed directing that the PBAC chair participate in the UI annual performance review process for the Executive Manager.

## **8) Other Reports and Announcements**

- Kimmell reported the State of Idaho water adjudication commencement petition includes a request to establish a procedure for claimants to defer adjudication of de minimis domestic and stockwater claims in the Palouse Basin. Claimants can file claims in the adjudication or chose to file at a later date by following the established procedure.

## **9) Adjournment**

The meeting adjourned at 4:10 PM.

**Preliminary draft minutes submitted for PBAC review and approved at the February 16, 2017 PBAC meeting.**

**Steve Robischon, PBAC Executive Manager**