



October 26th, 2017 Meeting Minutes

Pullman City Hall, East End (large) Conference Room, 2:00 PM

Attendance

	UI: Elmer Johnson, Water Systems Manager	X	WSU: Dan Costello (Vice-Chair), Assistant VP, Facilities Services
X	UI: Eugene Gussenhoven Utilities and Engineering Director		WSU: Todd Plotner, Quality Assurance Officer – Facilities Services
X	Moscow: Tyler Palmer (Chair) Deputy Director Operations		Pullman: Clayton Forsmann Deputy Director of Public Works
X	Moscow: Gina Taruscio, City Council Member	X	Pullman: Kevin Gardes, 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		Whitman County: Mark Storey, Director of Public Works
X	Latah County: Tom Lamar, County Commissioner		Whitman County: Art Swannack, County Commissioner

Visitors and Others- Patrick Cabeage (WDOE), Julie Padowski (WSU, Water Resource Center), Amanda Hohner (WSU, Environmental Engineering)

Call to Order

Tyler Palmer called the meeting to order at 2:05 PM and facilitated introductions.

- 1) **Approval of the September Meeting Minutes-** Les MacDonald made a motion to approve the September meeting minutes. Motion second by Gina Taruscio. Motion was carried.
- 2) **Public Comment for Items not on Agenda-** Julie Padowski introduced herself and mentioned that she would like to help strengthen the relationship between PBAC and the Water Resource Center by helping fulfil the research needs PBAC has. Palmer thanked her for attending the meeting and mentioned that we will be having a PBAC research/outreach meeting to help guide incoming research proposals and strengthen the PBAC relationship with the research community.
- 3) **Presentations/Discussion- None**
- 4) **Unfinished Business**
 - **WSU Well 3 Update-** Costello informed the committee that the project should be beginning within the next month and that he will update the committee when he knows more about the project total costs and timeframe.

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- **Website Update:** Woodley mentioned that the website development has progressed and they are hoping for a draft of our website by mid to end November. She is working on going through the website materials and renaming all the files for uploading on the new website. DH Communications recommends WordPress for PBAC and mentioned that we will need to set up an autopay for the WordPress. Palmer asked to have a beta version sent out to the committee for review before a meeting to give the committee time to review the website. Woodley mentioned that may have to come before the December Meeting based on our timeframe.
- **Water Supply Alternatives Presentation:** Palmer displayed a spreadsheet that will allow PBAC committee members to keep track of their presentations with various entities. Palmer mentioned that each member should be thinking about which groups they should present to and add those to the spreadsheet. Gardes said that he received feedback regarding the alternatives presentation that points to PBAC not focusing enough on conservation. Palmer noted that we should ensure our message about conservation is clarified in the presentation and that PBAC cannot come across as dismissive about conservation. Kimmell mentioned that we should review our messaging to ensure that we are being strategic with our communication. Woodley said she would invite Emily Easley from DH Communications to our next meeting for review of the PBAC presentation. Kimmell suggested that we should create notes under the slides to help guide our presentations and create a more consistent message between presenters.
 - Gardes mentioned that there would be value in getting a citizen committee together to discuss conservation and obtain their feedback on conservation approaches.
- **Discussion: Proposal from WSU.** Both Woodley and Robischon (via email) recommended that the committee move forward with the proposal submitted by Julie Padowski and Nick Engdhal due to its relevancy to the alternatives project. Engdhal answered questions from committee members about the proposed model structure and project flexibility. She noted that a lot of the projects that PBAC has already funded could be incorporated into this model. She mentioned its flexibility in adding data or changing the model for uses in different subsets of the basin. Several committee members mentioned concern over the project aligning with the research needs in the alternatives project. Gussenhoven and MacDonald suggested that PBAC should come up with research questions that could be answered by the project before deciding whether or not to fund the project.
 - Palmer suggested that a subcommittee be created to further review the proposal and create an outline of PBAC research interests. Costello agreed to lead the subcommittee. Palmer suggested that the committee votes on the proposal at the next PBAC meeting.

5) PBAC Financial Report Update: Woodley informed the committee that UI is holding on to their research contribution to PBAC until Gussenhoven and Woodley completes the PBAC Financials Report. Woodley suggested that when she is on maternity leave that she helps to complete the report. Woodley and Gussenhoven said they would set up a side meeting to review the numbers and content in the current version of the report with a goal of completion by the new year.

6) New Business

- **Palouse Basin Water Summit, 2017 Reflection/Discussion:** Palmer noted that there were almost 90 new attendees and he thought it went extremely well. Kimmell reflected on the

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summit saying it was the best attended summit in years. He mentioned that the annual report looked great and was user friendly. He also mentioned that the spending time with the Keynote speaker was very informative and that she had a lot of great suggestions for keeping the conversation going. Gardes mentioned the value in having an integrative resource planning committee and how that may be something that PBAC should talk about or consider further.

- **Planning of Research Meeting:** Palmer suggested having a formal presentation at the PBAC research meeting that can be followed by a brainstorming session to illicit suggestions on how PBAC can answer key questions related to the alternatives. Palmer asked Kimmell to form a subcommittee to plan this meeting. Kimmell mentioned that the meeting should be planned after the new year and he agreed to lead the subcommittee to plan the meeting.

7) **Budget Report-** Woodley presented the estimated account balances as of October 25th, 2017.

8) **Other Reports and Announcements as Time Allows –**

- **Next PBAC Meeting – November, 16th, 2017, 2:00 PM, Moscow**
- **Kimmell** said that on November 6th he will be presenting at the American Water Resource Association conference in Portland representing PBAC.

9) **Adjourn- Taruscio made a motion** to adjourn. Kimmell seconded the motion. The motion was carried by consensus and adjourned at 3:46 PM.

Approved at the November 16th PBAC Meeting,

Korey Woodley, Executive Manager