



November 16th, 2017 Meeting Minutes

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

Attendance

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

Visitors and Others- Patrick Cabbage, WDOE; Korey Woodley, PBAC.

Call to Order

Dan Costello called the meeting to order at 2:07 PM.

1) **Approval of the October Meeting Minutes- Gene Gussenhoven made a motion** to approve the October meeting minutes. The motion was second by Paul Kimmell. Motion passed by consensus.

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

3) **Presentations/Discussion**

- **PBAC Alternative Water Supply Presentation Review:** Woodley suggested that the committee review the presentation and then send it to DH Communications for review. She also noted that a beta of the website would likely be available for distribution in mid-December contingent on finalizing the documents that DH Communications needs from the current PBAC webpage. Kimmell mentioned that the new PBAC logo should be used in the presentation rather than the Anchor QEA logo. MacDonald noted that there is too much text in the presentation and that it should be addressed when the presentation is updated. Committee members agreed that the alternatives should be split onto different slides with maps and less text. Committee members agreed to delete the PBAC financial contributions from the entities slide and other unrelated PBAC slides. The committee

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agreed that it would be better to review the presentation when more of the committee members are present. Costello noted that in the mean time Woodley should do some updates to the slides based on their discussion. Gussenhoven said he would work on this while Woodley is away on maternity leave. Kimmel made a motion to table this topic to a future meeting. The motion was seconded by Gussenhoven and passed by consensus.

- **UI Water System: Eugene Gussenhoven:** Gussenhoven presented slides on the UI water system and answered questions on the 2016-2017 water use numbers. He presented this at a reclaimed water use conference in southern Idaho before sharing it with PBAC. He displayed maps of the irrigation system pre and post the use of reclaimed water. He discussed reclaimed water use totals and estimated water savings from reclaimed water use. Gussenhoven also discussed the change in infrastructure over time to support the irrigation system. He suggested having a separate presentation at the 2018 water summit that addresses the UI water system and water use numbers.

4) Unfinished Business

- **Website update: Korey Woodley:** Woodley said she hopes to have a beta of the website out by mid-December. The website design is near completion and then DH Communications will start adding the PBAC documents. Woodley mentioned that she needs to go through all the files on the current webpage and organize them for the new webpage and she is hoping to have that completed before her maternity leave starts.
- **Google Doc for outreach tracking:** Tyler Palmer asked Woodley to create a google doc to track outreach and presentations. Woodley displayed the document to the committee. She asked committee members to add to the document over the next couple months.
- **Subcommittee updates**
 - **Dan Costello- Research:** Costello mentioned that upon review of the research proposal from Julie Padowski and Nick Engdahl they felt that a graduate student wouldn't be sufficient to complete the level of technical work requested. Nick said he would refine the proposal before submitting it back for further input. They agreed to set it up as a postdoc position starting sometime in the summer. Subcommittee members present agreed that it was a good conversation and that the model has good potential and value for the PBAC committee goals.
 - **Paul Kimmell- Communications:** Kimmell shared an Executive Summary from the Riley Purgatory Bluff Creek Watershed District. He felt it was a good outreach booklet that PBAC may learn from. It shares information on their public engagement process which is something PBAC could share in their next annual report. Kimmell suggested we talk about the public engagement process at a future meeting. Kimmell recommended planning an engagement meeting in February of 2018 and planning it for late spring or early summer.

5) Budget Report- Woodley presented the estimated account balances as of November 16th, 2017.

6) Other Reports and Announcements as Time Allows –

- There was a discussion about whether to have a December meeting. It was decided that the December meeting would be canceled.
- Costello mentioned that it would be a good idea to attach the handouts given out in meetings to the end of meeting minute documents when they are posted online. Woodley agreed to start scanning in handouts with the meeting minutes.
- **Next PBAC Meeting – January, 18th, 2018, 2:00 PM, Moscow**

7) Adjourn- Kimmell made a motion to adjourn. Taruscio seconded the motion. The motion was carried by consensus and adjourned at 3:20 PM.

Minutes approved at January 18th, 2018 PBAC meeting.

**Korey Woodley
PBAC, Executive Manager**