

Draft Meeting Minutes  
Spokane River Regional Toxics Task Force  
Administrative and Contracting Entity (ACE)  
January 17, 2013  
10:00 a.m.-Noon

Directors in Attendance

Tom Agnew  
Dale Arnold  
Rick Eichstaedt  
Doug Krapas  
Bud Leber  
Bruce Rawls

Directors Absent

None

Public Attendance

Adriane Borgias  
BiJay Adams  
Rob Lindsay

AGENDA-See Attached

1. No revisions or additions to the Agenda
2. It was decided to defer election of Officers to the next meeting. Tentatively will have a President/Chair, Vice President/Vice Chair, Treasurer, and Secretary. Tentative indications of Bud Leber for President, Rick Eichstaedt for VP and Secretary, and Treasurer to be determined. There was discussion about how to keep financial books for ACE. Bruce and Doug are to look into resources within their organizations that could assist on financial books. Further discussion at the next ACE meeting.
3. Consensus opinion that having a bank account at a credit union would be the most cost effective approach. Rick to check on STCU. Doug to check on Numerica. Tom to check on Horizon. Bruce to check on Spokane Federal Credit Union. All to report back at the next meeting.
4. Adoption of By-Laws deferred to next meeting, so directors can complete their review of the By-Laws. Also will give the SRRTTF membership a chance to review and comment following the 01-31/2013 SRRTTF Full Meeting.
5. Discussed the status of the independent technical consultant contract, and how the work will be funded. Currently have \$75 K pledged by dischargers, and have requested \$75 K from Ecology, but no commitment has been received from Ecology.
6. Discussed transfer of residual workshop money from the RiverKeeper account to the ACE account, once it is set up. Also discussed the need to spend money on liability insurance for the ACE directors. It was thought that \$1,000,000 of coverage might cost \$600 per year. Rick is going to invite Steve Faust, who teaches Business Law at GU, to come to the next ACE meeting to discuss finances, and financial logistics for a non-profit corporation.

Also discussed the need to develop a budget and adopt it by resolution at an upcoming ACE meeting.

7. Under miscellaneous, there was discussion about how to put out notices and agendas for ACE meetings. The directors agreed that notices for meetings would be issued through the broad SRRTTF distribution system, and at least 7 calendar days before an ACE meeting.

Adriane brought up the subject of ownership of documents and intellectual property created under the contract with the Independent Community Advisor. The draft agreement with LimnoTech will reflect that all final documents and intellectual property will belong to ACE, but will be public documents, so are also available without restriction to the SRRTTF. ACE will receive all draft documents from the consultant and ensure that the documents are properly reviewed.

DRAFT

**SPOKANE RIVER REGIONAL TOXICS TASK FORCE**  
**ADMINISTRATIVE AND CONTRACTING ENTITY (ACE)**  
**DRAFT MEETING AGENDA**

DATE: January 17, 2013

TIME: 10:00 a.m. to Noon

LOCATION: Spokane County Water Resources Center; 1004 North Freya Street, Spokane, WA

1. Additions and revisions to the AGENDA
2. Election of Positions (Chair, Vice-Chair, Secretary, Treasurer)
3. Bank Account
4. Discussion of By-Laws
5. Status of contract with the independent technical consultant (LimnoTech)
6. Budget and Funding
7. Other ACE Matters

All ACE meetings are open to the public.

ACE Directors:

Doug Krapas-Inland Empire Paper Company

Bernard (Bud) Leber-Kaiser Aluminum

Tom Agnew-Liberty Lake Sewer and Water District

Dale Arnold-City of Spokane

Bruce Rawls-Spokane County

Rick Eichstaedt-Center for Justice