

Meeting Minutes
Spokane River Regional Toxics Task Force
Administrative and Contracting Entity (ACE)
September 2, 2016
Water Resource Center
9:00 a.m. – 11:00 a.m.

Directors in Attendance

Elizabeth Schoedel
Rick Eichstaedt
Bud Leber
Dave Moss
Doug Krapas
Tom Agnew

Directors Absent

None

Guests

None

Review Agenda/Additional Items

Approval of Meeting Minutes

- June 2, 2016 Minutes finalized. Motion / Doug, Second/ Bud. Approved.
- Doug (or another attending ACE board member) will handle minutes in the event Rick is gone to ensure that we are not missing minutes in the future.

City Representation: Elisabeth Schoedel is now the City's representative.

- City sent letter-notifying ACE of Elisabeth's designation.

Financial Reports

- Review of Quarterly Reports.
 - Contract payments are pending; also additional \$191,000 funding from Ecology.
 - \$99,000 - \$100,000 will be in ACE bank accounts after expenses are paid.
 - \$323,000 in bank as of yesterday morning.
- Need strong lobbying efforts for funding this year.
 - Melissa (IEP lobbyist) should coordinate with WASWD (Washington Association of Sewer & Water Districts) on funding efforts.

Ruckelshaus

- Ruckelshaus Contract was renewed to support SRRTTF through June 2017.
- Recent billing history has been confusing and has overlapped contract cycles.
- They had changed their accounting staff person who was handling invoices.
- Last invoice was \$67,000, which when added with previous invoices amounts to \$99,000 for a 12-month period. Contract was for \$77,000 addition for 2015-2016.
- Chris Page from Ruckelshaus indicated their invoice status would be reviewed.

Insurance Coverage

- Elizabeth will be added to insurance coverage.
- Need to include all ACE board members on the policies.
- Rick will email Ian and let him know of change.

Ecology Requests

- Adrienne sent ACE an email with 10-15 deliverables required for additional funding.
- Most of the items requested are posted on the SRRTTF website.
- Unsure if that is holding up \$191,000 funding.
- Deliverables include Limnotech actions.

Data Management

- **Finalize Scope and Bid Package**
 - Reviewed March 2014 bid documents, 2016 scope of work from the Work Group, previous Exhibit B, and evaluation and weighting for review.
 - We need to make sure we get an hourly rate sheet and estimate, as well as personnel who will be doing the work.
 - We need to seek additional input before finalizing – Jeff and Mike will review. Data Management group will be solicited for review.
 - Eight potential contractors have been identified.
 - We need contractors with scientific database experience.
 - Delaware River Basin Commission contractor may be experienced.
 - Weighting will not be used. Overall criteria will be used.
 - Bud will revise cover letter to ensure that evaluation criteria are included.
 - Once revisions and review is completed, this will be presented to full Task Force.
 - Task Force liaison will be designated.

Budget List for Legislative Funding

- Need project/budget forecast – “wish list”.
- Need to start implementing BMPs from the Comprehensive Plan.
- Sampling fish tissue more frequently – need to do it more often than 2012. Need to structure differently than Ecology is currently conducting to understand impacts of current discharges.
- Discussed possible studies to change designation of river from Category 5 on the 303(d) list.
- Discussed baseline monitoring to determine effectiveness of what we are doing.
- Four buckets of potential funding requests: (1) water column; (2) fish tissue/fish advisory; (3) implementation; and (4) regulatory/public relations/education.

By-laws

- Discussion of potential revisions

Discussion of Invoices for Next Year to Dischargers

Motion to Adjourn: Move – Bud. Second – Doug. Approved.