

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
October 22, 2018

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President Don Nuxoll presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:35 p.m. at the PUD Office at 1500 Scenic Way.

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ROLL CALL: PRESENT Commissioners: Don Nuxoll, Judy Ridge and Greg McCall.

Staff: Manager Tim Simpson and Treasurer Bob Sischo.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve the consent agenda approving the minutes of the October 8, 2018 Regular Meeting and October 9, 2018 Special Meeting – Board Work Session and payment of the Transaction Vouchers covering Electronic Transaction Vouchers #4902EFT – #4918EFT in the amount of \$35,473.16 and Blanket Transaction Voucher Approval Documents covering Electronic Transaction Vouchers #89 – #92 and vouchers #38862 through #38867 and #38896 through #38923 in the amount of \$94,785.12. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

Resolution 18-455 – Adopting the 2019 Budget

The manager presented Resolution 18-455 which provides for the adoption of the 2019 Budget. He stated that based upon discussion in the 2019 Budget Hearing held prior to this meeting he is recommending the approval of the Resolution and adoption of the 2019 Budget.

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve Resolution 18-455 adopting the 2019 Budget. The question was called for on the motion. The motion passed 3-0.

Resolution 18-456 – Water Rates Charges and Fees

The manager presented Resolution 18-456 which provides for the adoption the proposed Water Rates Charges and Fees for which the 2019 Budget is based upon. The effective date of the Resolution is January 1, 2019 and repeals the March 1, 2018 water rate resolution. The manager reported that based upon the update of our Comprehensive Water System Plan (Plan) we developed a solid financial plan that will provide adequate funding to ensure stability and adequate funding for operations, maintenance and future capital improvement projects.

The manager stated that per the Plan and 2019 Budget the following rates will increase. Single Family Residential, Commercial and Industrial Monthly Minimum Charge will increase \$1.00 for meter sizes 3/4 inch, 1 inch and 1 ½ inch, \$2.00 for 2 inch meters, \$3.00 for 4 inch and 6 inch meters and \$5.00 for 8 inch meter sizes. Multifamily Monthly Minimum Charge will increase \$1.00 per living unit. The Water Rate will increase from \$1.00 to \$1.05 per unit and the Industrial Rate will increase from \$1.00 to \$1.05 for 1 to 1,500 units, from \$0.43 to \$0.45 for 1,501 to 10,000 units and from \$0.33 to \$0.35 for 10,001 units and over.

The manager reported that he and staff reviewed the Water Service Installation Fees to ensure that fees charged were adequate to cover material, labor and equipment costs. It was determined that the fees are adequate for 2019 however, he stated, that with rising costs the standard 1-inch service installation fee will need to be increased for 2020. The manager also reported that due to recent experiences with large contractor projects requiring large meters, the Resolution provides for adding the following language to this section: “PUD to furnish vault, meter and install meter per PUD STD. DWG. NO. 3-16 with a 2 inch bypass. Contractor to excavate and set vault per plans and coordinate all work with PUD.”

The manager stated that the Fire Hydrant Installation Fee was also reviewed. Based upon hydrant installation experiences over the past two years and the erratic nature of the cost of installing hydrants due to soil conditions, location to the water main and asphalt patching, the manager is recommending eliminating the set fee and adding the following language: “Fire Hydrant Installation fee shall be based on cost of installation per PUD estimate. Estimate may be different than final invoice.” The manager recommended adopting the Water Rates Charges and Fees Resolution as presented.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve Resolution 18-456 adopting the Water Rate Charges and Fees effective January 1, 2019. The question was called for on the motion. The motion passed 3-0.

Change the Tuesday, November 13th Regular Commission Meeting to Monday, November 12, 2018

The manager requested changing the next Commission meeting date from Tuesday, November 13, 2018 to Monday, November 12, 2018 due to commissioner travel.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve changing the meeting from Tuesday, November 13, 2018 to Monday, November 12, 2018 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER’S REPORT

Operations Activity – the manager reported that the crew continued work on the replacement of service lines identified as having a potential lead pig tail, which is typically 12 to 18 inches long. To date, 120 of the 176 identified services have been completed with 16 lead pigtails having been found. The crew will complete a few more before concluding the project for 2018. The crew is currently working on well site improvements at Well 3 and Well 1 and has just started the fire hydrant operational check that is conducted annually. Sewer flushing began this week and will be ongoing as weather allows.

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COMMISSIONER'S REPORT

Commissioner Ridge will be attending Energy Northwest meetings October 23-26, 2018 in Richland, Washington.

Commissioner Nuxoll will be attending the Public Utility Risk Management System (PURMS) meetings with Treasurer, Bob Sischo October 31st to November 1, 2018 in Burien, Washington.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:05 p.m.