

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
October 9, 2012

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President Don Nuxoll presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:30 p.m. at the PUD Office at 1500 Scenic Way.

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ROLL CALL: PRESENT Commissioners: Don Nuxoll, Judy Ridge and Gary Hicks.

PUD Staff: General Manager Tim Simpson, Treasurer Bob Sischo and Counsel Scott Broyles.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL:

MOTION by Commissioner Judy Ridge and seconded by Commissioner Gary Hicks to approve the consent agenda approving the minutes of the September 25, 2012 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1761 and #1762 and vouchers #2507EFT through #2522EFT in the amount of \$29,864.96 and Blanket Transaction Voucher Approval Document covering vouchers #30715 through #30759, and Electronic Transaction Vouchers #12100102, #12100201, #12100202, #12100501, #12100502, #12101901, #12102601 and #12102602 in the amount of \$321,721.03. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

Port of Clarkston – PUD Rural Economic Development Loan Applicant

The manager stated that several meetings ago Wanda Keefer, Manager for the Port of Clarkston requested that the PUD become an applicant for a United States Department of Agriculture (USDA) Rural Economic Development Loan and Grant Program. The Port is not an eligible applicant because it is not a utility. The purpose of the PUD applying for a loan and/or grant is to provide funding for the Port to construct a building for a high-tech company that is looking to locate on Port property near the Snake River. If successful as an applicant, the PUD would set up a revolving fund and would loan the money to entities such as the Port or private companies.

The Commission directed counsel to look into the matter and seek legal guidance as to whether PUDs can create and administer revolving loan funds. Counsel stated that he had not obtained information to share with the Board. Upon discussion regarding being an applicant for the USDA loan and the setting up of a revolving fund, Commissioners stated that they are not interested in becoming an applicant, being the recipient of a loan and setting up a revolving loan fund. The manager was directed to inform the Port.

NEW BUSINESS

Sewer Main Extension Project Amendment and Award

The manager reported that utilizing the Small Works Roster he solicited and received quotes for expanding our sewer system from the intersection of 6th Avenue and 25th Street going south 700 feet on 25th Street. This project began with interest received from a customer whose septic system failed. The original project started with a 300 foot extension of the sewer main but increased to 700 feet after two other customers on this block requested to be connected. He stated that the line is designed to be a 7 foot deep gravity flow line with sewer service stub outs installed to each property line. He reported that contractors, West Tech, Roto-Rooter and Curry Construction provided quotes on the project. The results are shown below (tax included). Curry Construction provided the lowest quote for 25th Street.

<u>Contractor</u>	<u>Price Quote</u>	<u>Cost/Ft</u>
WEST TECH	\$180,079	\$257.25
ROTO-ROOTER	\$ 76,686	\$103.83
CURRY	\$ 70,628	\$100.90

The manager reported that in considering the project staff came up with the idea of combining the 26th Street and 8th Avenue project with the 25th Street project. Curry Construction provided the lowest quote on the 26th Street and 8th Avenue project in June but has not started it due to other obligations. The manager stated that since Curry provided the lowest quote on both projects the thought was that instead of running the sewer main west all the way to the intersection at Reservoir Road, the project would take a left at 25th Street running all the way north to the intersection at 6th Avenue. He stated that changing paths and adding 25th Street will increase the project from 2,100 feet to 2,800 feet. This route would be the most preferable because more potential connections will be realized.

The manager stated that amending the 26th Street and 8th Avenue project removing 600 feet from this project and adding 25th Street which will add 1,300 feet for a total of 2,800 feet of sewer main extension which will provide sewer service availability to 54 residences. He stated that adding 25th Street would also change the depth on 26th Street and 8th Avenue. 26th Street would increase from 3 feet to 5 feet deep due to the high potential of running into utilities that are buried at the original depth. The depth on 8th Avenue would change as well. Adding 25th Street, at a depth of 7 feet, means that sewer from the corner of 26th Street and 8th Avenue to 25th Street will need to be deeper to accommodate the overall depth.

The manager stated that included in the amendment to the project is constructing sewer service stubs from the sewer main to each property on 26th Street and 8th Avenue. He stated that the County has requested that we only tear the street up once. The manager

stated that there have been many times that has questioned why the County did not construct service stubs to a property when they constructed sewer and he does not want the same discussion to occur about the PUD in the future. When considering future sewer main expansion projects we will include the service stub. It is less expensive for our customers for the PUD to do the work while we are there.

The manager is recommending that the two projects, 26th Street and 8th Avenue and 25th Street be combined. He reported that the total cost of the combined projects with increased length, depths and sewer service stub outs will be \$276,825.00 or \$98.86/foot.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Gary Hicks to award the 25th Street Sewer Main Extension Project to Curry Construction and then to amend the 26th Street – 8th Avenue and 25th Street Sewer Main Extension Projects combining these projects together to include the re-routing of the 8th Avenue sewer main to 25th Street, include additional sewer main depths on 26th Street and 8th Avenue and include the installation of service laterals awarding the amended project to Curry Construction in the amount of \$276,825.00. The question was called for on the motion. The motion passed 3-0.

Change the Tuesday October 23, 2012 meeting to Monday, October 22, 2012

The manager stated that due to commissioner travel he is requesting that the meeting scheduled for Tuesday, October 23, 2012 be changed to Monday, October 22, 2012 to begin at 5:30 pm.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Gary Hicks to change the next regular meeting from Tuesday, October 23, 2012 be changed to Monday, October 22, 2012 to begin at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Port of Wilma Transfer – the manager reported that meters and retrofit meter equipment should be arriving soon. These meters and retrofit meter equipment will be used for changing the Port water meters to PUD approved automated 100 cubic foot meters. On the sewer system side the PUD is waiting on the city of Lewiston and/or the city of Clarkston to repair their camera equipment before flushing and videoing the Port sewer lines. The manager stated that he has a conference call scheduled on Wednesday October 10th with the Washington State Department of Health to discuss amending the PUD Comprehensive Water system Plan to add the Port of Wilma to the PUD system.

Construction Update – the manager reported contractor M.L. Albright & Sons (Albright) has installed water main on 3rd Street up to 6th Street where they have bored under 6th Street, which is also considered State Highway 129, placing casing and then the pipe inside the casing. This was required by the Washington State Department of Transportation to ensure the roadway remains stable. At the time of this report Albright had installed pipeline to the intersection of 7th Street and Highland Avenue. PUD staff raised and prepared valves on State Highway 129 near Swallows Nest Park in anticipation of extending water line from Parkview Court to a line existing in Highway 129. Having the valves at street level and operation will be instrumental in shutting off water lines the will be abandoned in place in the Highway as a part of this project.

Clarkston WWTP Construction Update – the manager provided the Board with a copy of the Clarkston Wastewater Treatment Plant Monthly Construction Upgrade report from engineers Keller and Associates. The report provides the progress to date along with an accounting of project payments and pictures of work completed.

Water Rights Usage Request – the manager reported that maps showing the extension of our Water Rights Usage Area are complete and a Draft Water Rights Usage Contract has been developed and will be presented to the Commission for review at the next meeting. He is meeting via conference call with the Washington State Department of Health on Wednesday October 10th to discuss amending the PUD Comprehensive Water system Plan to amend the Water rights Usage Area to include most of the county including the area of water right usage requested.

WPUDA Finance Officers – the manager reported the Treasurer Bob Sischo has been selected as a co-chair of the Washington PUD Association's finance Officers Committee.

PURMS Insurance Underwriter Visits – the Treasurer, Bob Sischo, reported the PURMS Self Insurance fund underwriters, Aegis and Marsh, will be onsite Friday, October 19th to inventory and review PUD facilities and provide recommendations.

COMMISSIONER'S REPORT

Commissioner Ridge and Commissioner Hicks attended the Washington PUD Association 2012 Water Workshop in Spokane, Washington on September 26-28, 2012. Commissioner Ridge stated that once again the workshop was well done and that she always enjoys the information and sessions provided.

Commissioner Ridge stated that she will be attending a Washington PUD Association 2013 Budget Committee meeting on October 17-18, 2012. She was selected by WPUDA President, Karl Denison to serve on the WPUDA 2013 Budget Committee.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:10 p.m.