

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
March 11, 2014

.....

President Judy Ridge 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.

.....

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

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

MINUTES OF MEETING AND VOUCHER APPROVAL:

MOTION by Commissioner Gary Hicks and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the February 25, 2014 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1799 and #1800 and vouchers #3035EFT through #3050EFT in the amount of \$31,383.07 and Blanket Transaction Voucher Approval Document covering vouchers #32317 through #32370, and Electronic Transaction Vouchers #14030401, #14030402, #14030501, #14030502, #14031801, #14031802 and #14032101 in the amount of \$162,619.33. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

Port of Wilma Progress Report for Water System Transfer

The manager reported that the Port of Whitman County (Port) received and recorded the US Army Corps of Engineers (Corps) 2nd waterline easement reassignment documents and the PUD recorded the Bill of Sale and Easement documents providing for the transfer of the Port of Wilma Water System to the PUD. The manager stated that Thursday March 13th is the designated day of transfer. He stated that meters will be read that day and ownership for the system that we already operate will commence.

The manager reported that Port Properties and Development Manager, Debbie Snell reported to him regarding progress on the sewer system. Ms. Snell stated that the Whitman County Health District (WCHD) had “stonewalled” them regarding a decision surrounding the installation of a new septic system drainfield. The WCHD told the Port that if an existing customer goes out of business or leaves the Port a new tenant cannot connect to the sewer system. Ms. Snell stated that they have bypassed WCHD and have taken the issue to the State Department of Ecology. They are looking at the development of a Large Onsite Septic System (LOSS). The State is reviewing whether the current

system can be retrofitted or if a new system will need to be developed. Ms. Snell stated that whichever is chosen the system will be State permitted and approved. She stated that a decision should be made within the next two months.

Resolution 14-407 – Water Rates Charges and Fees – Industrial Water Rate

The manager presented Resolution 14-407 – Water Rates Charges and Fees providing for the addition of an Industrial Water Service Rate. He stated that after much discussion of an industrial rate over the past two months, analysis of estimated water usage and analysis of various rate structures, it was the consensus of the Board at the February 25, 2014 meeting to adopt the rate structure shown in the Resolution. The manager stated that Bennett Lumber was provided a copy the proposed rate structure for review but he did not receive a response from them. He stated that the addition of the Industrial Water Rate is in response to our assumption of ownership of the Port of Wilma Water System which includes industrial customers. The Industrial Water Rate will also benefit manufacturing customers who locate in Asotin County.

MOTION by Commissioner Gary Hicks and seconded by Commissioner Don Nuxoll to approve Resolution 14-407 Water Rates Charges and Fees effective March 11, 2014. The question was called for on the motion. The motion passed 3-0.

Port of Clarkston Request for Use of Business Park Sewer Line

The manager stated that at the last meeting he presented to the Board a request by the Port of Clarkston Manager, Wanda Keefer, asking if the PUD would be willing to transfer the 3-inch pressurized sewer line, installed from 6th Avenue to the Business Park in 2011, back to the ownership of the Port so they could use the line as a conduit for telecommunications. The Port will be replacing the 3-inch pressurized sewer main with a 4-inch pressurized sewer main. Further engineering of the project revealed that the 3-inch line was inadequate to handle wastewater from the Business Park. The 4-inch sewer line will be transferred to the PUD after installation.

During discussion of the request, Commissioner Nuxoll asked if the line could be used as a water line. The manager stated that the pipe is High Density Polyethylene but it is only class 160 and it does not meet our standard of 200 psi piping material for potable water.

The Board also directed the manager to find out from the Port if the State would approve the line for the Port's intended use before the PUD starts the process of making the line surplus. The manager reported that Ms. Keefer was told that Asotin County had jurisdiction over the line being used as a conduit. She then contacted the County Public Works Director who stated he was not concerned with the color or type of pipe and that the line could be used as a conduit for the Port's purposes. The manager then asked Ms. Keefer if the telecommunications provider is acceptable of the line being used as a conduit. She stated that the Port will be using the line for their fiber optic system.

Commissioner Nuxoll stated that he would like the manager to contact the state electrical inspector regarding the use of the line as a fiber optic conduit. He also stated that he would like to know how much it would cost to install a pressure reducing valve on the 3-inch line and use the line at a lower pressure as a redundant feed. The cost of extending the line to connect to the water main at the intersection of 27th Street and 6th Avenue will be investigated.

NEW BUSINESS

There were no items presented under New Business for consideration.

MANAGER'S REPORT

Customer Service Representative – the manager reported that the PUD received 132 applications for the position of Customer Service Representative that was recently advertised due to the pending retirement of Sue Reed. 12 applicants were provided interviews with a 2nd interview provided to the top candidate. Mandy Mee was selected as the successful candidate. Mrs. Mee will begin her employment with the PUD on Monday, March 24th and spend three months training before Sue's departure.

Water and Sewer Projects – the manager reported that the operations crew has eliminated two dead end main lines. The first one was extended 190 feet and connected the line on Rainier Street to the main on 8th Avenue. The second was extended 275 feet and connected the line on 20th Street between 10th and 11th Avenue. He stated that two small sewer projects have been developed. The 2-inch pressurized sewer line on Dove Drive will be extended approximately 300 feet to accommodate additional customers and the gravity line 22nd Street will be extended from the sewer manhole at the intersection of 9th Avenue approximately 410 feet north to accommodate a homeowner's failed septic system. Several other homeowners have indicated a desire to connect as well.

Water and Sewer New Service Installations – the manager reported that to date 7 new water services have been connected, 4 new sewer connections have been paid for and connected and 3 new hydrants have been installed.

Watershed Instream Flow Rule Making– the manager reported that State Senator's Hewitt and Schoesler were successful in getting a budget proviso adopted into the Washington State budget to provide funding for the completion of Instream Flow Rule-making in our watershed WRIA 35 – Middle Snake. The manager stated that if approved the process will begin in July of this year.

COMMISSIONER'S REPORT

No Commissioner reports were provided.

Meeting Minutes
March 11, 2014
Page 4

ADJOURNMENT

There being no further business the meeting was adjourned at 6:00 p.m.