

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
February 10, 2015

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President Gary Hicks 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: Gary Hicks, Don Nuxoll and Judy Ridge.

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 Don Nuxoll and seconded by Commissioner Judy Ridge to approve the consent agenda approving the minutes of the January 26, 2015 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1827 and #1828 and vouchers #3385EFT through #3401EFT in the amount of \$33,700.75 and Blanket Transaction Voucher Approval Document covering vouchers #34108 through #34172, and Electronic Transaction Vouchers #15020301, #15020302, #15020501, #15020502, #15021901 and #15021902 in the amount of \$219,541.17. The question was called for on the motion. The motion passed 3-0.

OSBURN PRESENTATION – OLD FILTER PLANT TRANSFORMATION

Steve and Gayle Osburn provided a slide show presentation of the transformation of the old filtration plant into their new home. The Osburn's bought the filter plant, storage reservoir and 2.5 acres of property from the PUD in August 2011.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

Chestnut and 16th Streets Pressure Reducing Valve Station Bid Award

The manager presented a bid received for a Pressure Reducing Valve (PRV) Station for installation at the intersection of Chestnut and 16th Streets. He stated that the current PRV is in need of replacement. The PRV Station is a packaged item which comes fully ready for connection to the PUD water distribution system. PUD staff will install the PRV and make the necessary connections.

The manager stated that the PRV was identified as a part of our Capital Improvement Project budget for 2015. The manager stated that he utilized the Material, Equipment and Vehicle Vendor Roster process, which allows for the receipt of quotes and purchases from those quotes between the amount of \$15,000 and \$60,000. He sent quote requests to two (2) vendors and received one (1) quote request in return from the vendors contacted. Below are the net results of the quotes for the PRV Station.

<u>Vendor</u>	<u>PRV Station Bid</u>
Northwest HydroTech	\$25,632.60
GC Systems	No Bid

Based on the quote received the manager recommended purchasing the PRV Station from the lowest responsible bidder, Northwest HydroTech, in the amount of \$25,632.60.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve the purchase of the Pressure Reducing Valve Station from the lowest responsible bidder Northwest HydroTech in the amount of \$25,632.60. The question was called for on the motion. The motion passed 3-0.

Resolution 15-418 – 2015 Utility Crew Truck Utility Service Body

The manager presented Resolution 15-418 which provides for the sole source purchase of a utility crew truck service body. He stated that in January the Board authorized the purchase of a 2015 Ford F-550 Utility Crew Truck Chassis. As a part of this purchase was the need to buy a utility service body to fit the new truck. Cobalt Truck Equipment in Spokane found a custom service body that will meet PUD operational needs. He stated that several modifications will need to be added to the service body for our equipment.

The manager stated that the cost of the custom service body and equipment is \$86,054.40 with sales tax. The price includes an air compressor system at \$10,230.00 and a new 7,500 lb. crane and outriggers at \$34,290.00. The manager reported that he did not include the new crane as a part of the budget. He stated that normally we would move the crane to the new crew truck but we are keeping the current crew truck and the current 20 plus year old crane in service. This extra, unbudgeted item can be absorbed with funds from the Equipment Replacement Fund. Due to the fact that service body is custom made to meet our needs I am requesting that we identify this as a sole source purchase.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to adopt Resolution 15-418 approving the Sole Source Purchase of a Utility Service Body from Cobalt Truck Equipment. The question was called for on the motion. The motion passed 3-0.

City of Clarkston Interlocal Governmental Agreement – Sewer Evaluation Report

The manager presented an Intergovernmental Cooperation Agreement from the City of Clarkston for the PUD's preparation of the City's 2015 Annual Sewer Evaluation Report. He stated that the sewer evaluation report is used by the City to calculate monthly sewer charges for their customers. Water use for the months of January and February by PUD customers within the City of Clarkston is the basis for sewer charges for the year. The manager stated that the text of the agreement remains the same as well as the fees for providing services. Counsel has reviewed and approved the Agreement.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to approve the Intergovernmental Agreement with the City of Clarkston for preparation of their annual Sewer Evaluation Report and authorize the General Manager to execute the Agreement. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Heights Reservoirs Interior Recoating Project – the manager reported that the interior recoating of the two-million gallon reservoir is moving along well. He stated that the contractor has completed the primer coat on the base of interior and is currently sand blasting the walls and roof and applying the primer coat. He stated that the project should be completed by the end of March.

Acorn Street Main Line Project – the manager reported that on Monday operations staff began the installation of a new 2-inch main line on Acorn Street. The installation will be completed by tomorrow and the water main chlorinated. The line will be flushed on Thursday and samples taken. Once the water samples are deemed satisfactory the six (6) customer water service lines will be tied into the new main. He stated that this project was a result of the 13th Street Project where a new water main was stubbed out into the Court during last year's construction project.

13th Street Overlay Project – the manager reported that operations staff removed the abandoned valves on 13th Street last week. The County initially stated that we could not do the work because our work would jeopardize the funding. He stated that as a result the approved contractor, POE Asphalt submitted a bid of \$21,000 to remove the 33 valve housing. The manager protested and was granted authorization to remove the valves.

Port of Wilma Well No. 2 Repair – the manager reported that the cost of replacing the column, shaft and pump and rewinding the motor for Well No. 2 in the Port of Wilma is estimated at \$38,500.00. Approximately \$10,000 of the estimate will be for the pulling and replacement of the well components. Rewinding the motor will improve the well production from on the well from 700 gallons per minute (gpm) to 800 gpm. The manager stated that the steel shaft will be replaced with a stainless steel shaft. The well should be back in operation by the end of February.

COMMISSIONER'S REPORT

Commissioner Ridge stated that she will be attending the Washington PUD Association meetings next week, February 18-20, in Olympia.

Commissioner Hicks attended Energy Northwest Meetings in Richland February 28-29 as an alternate for Commissioner Ridge due to a schedule conflict. Board elections were held at the meeting.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:25 p.m.