

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
September 9, 2013

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Vice-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 and Don Nuxoll.

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 Gary Hicks to approve the consent agenda approving the minutes of the August 27, 2013 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1786 through 1788 and vouchers #2849EFT through #2864EFT in the amount of \$36,790.03 and Blanket Transaction Voucher Approval Document covering vouchers #31766 through #31814, and Electronic Transaction Vouchers #13090401, #13090402, #13090501, #13090502 and #13092001 in the amount of \$124,141.66. The question was called for on the motion. The motion passed 2-0.

OLD BUSINESS

Port of Wilma Progress Report for Water System Transfer and Sewer System Upgrades

The manager reported that there has been no movement to date from the US Army Corp of Engineers (Corp) regarding the reassignment of land easements from the Port of Whitman County to the PUD as a part of the Port of Wilma water system ownership transfer. Counsel Scott Broyles continues to work on drafting documents necessary to provide for the transfer of ownership. The manager reported that he was notified by the Port that a Hinrich's Trading Company Facility will be built on the East end of the Port of Wilma. The Port's engineer contacted the PUD to discuss the water and sewer system.

The manager received notification and documents from Port Properties and Development Manager Debbie Snell showing that they have submitted all information requested by the Whitman County Health District (WCHD) as part of the review of the proposed septic system drain field design. He stated that the submittals detail the number of proposed permanent and transient employees that occupy the Port. Based on the data the Port's engineer calculated, the total usage of the septic system is estimated at 2,350 gallons per day. The total capacity of the proposed septic system is 3,600 gallons per day.

## NEW BUSINESS

### Change Tuesday September 24, 2013 Meeting to Monday September 23, 2013

Commissioner Hicks requested changing the next meeting from Tuesday September 24, 2013 to Monday September 23, 2013 at 5:30 pm to accommodate travel to the WPUDA Water Workshop.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to approve changing the Tuesday September 24, 2013 to Monday September 23, 2013 at 5:30 pm. The question was called for on the motion. The motion passed 2-0.

## MANAGER'S REPORT

Well No. 2 Repairs – the manager reported that the column, shaft and motor were replaced on Well No. 2 and the well was made operational by Friday, September 6th. He stated that we are awaiting a satisfactory water quality sample before the well can be used in the system.

Chamberlain Court Water Line Replacement Project – the manager reported that on Wednesday work will get underway on the replacement of approximately 1,100 feet of 4” and 6” steel water main on Chamberlain Court and 6<sup>th</sup> Street. The first step will be to bore a 6” High Density Polyethylene line under 5<sup>th</sup> Street to eliminate the need to shut down the busy intersection. A leak in the 4” line was repaired earlier in the month and two one-inch water service lines were used to temporarily fix the line until it could be replaced.

Port of Clarkston – the manager reported that he and staff will be meeting with the Port of Clarkston to discuss final design of the water and sewer systems for the Evans Road Business Park. He stated that the discussion will primarily focus on the design of the sewer system and the lift station(s) necessary to properly operate the sewer system in the Park.

2014 Operational Budget – the manager reported that he has been working on development of the 2014 operational budget. He stated that the 2014 Budget will be provided to the Commissioners near the end of September and be ready for their consideration for adoption at the Monday, October 7<sup>th</sup> Budget Hearing.

Janet Frazier Water Certification Exam – the manager reported that Janet Frazier passed the Washington State Water Certification Exam earning a Water Distribution Manager Level 1 certification. The Commission congratulated Janet on her accomplishment.

Meeting Minutes  
September 9, 2013  
Page 3

COMMISSIONER'S REPORT

There were no reports from the Board of Commissioners.

ADJOURNMENT

There being no further business the meeting was adjourned at 5:55 p.m.