

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
October 24, 2016

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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 Greg McCall.

PUD Staff: General 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 24, 2016 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1877, #1878 and #1879 and vouchers #4103EFT through #4119EFT in the amount of \$34,890.61 and Blanket Transaction Voucher Approval Document covering vouchers #36291 through #36334 and Electronic Transaction Vouchers #16102001 and #16102002 in the amount of \$90,808.83. 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

Change the Tuesday, November 8th Commission Meeting to Monday, November 7th

The manager requested changing the next Commission meeting from Tuesday, November 8, 2016 to Monday, November 7, 2016.

**MOTION** by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve changing the Tuesday, November 8, 2016 Commission Meeting to Monday, November 7, 2016 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Pressure Reduction Valve – The manager reported that installation of a new Pressure Reduction Valve (PRV) at the intersection of 6<sup>th</sup> Avenue and Grandview Drive will begin tomorrow and conclude on Wednesday October 26<sup>th</sup>. The PRV replaces a dilapidated one that was installed in the mid 1970's.

DeAtley Water Line – The manager reported that he is meeting tomorrow with Brian Andrews, Project Manager with M.A. DeAtley Construction, to revive discussion regarding construction of a water line to a proposed building at their Evans Road office site. DeAtley wants to install the line themselves so they can expand their operations. They are seeking our input on design specifications.

Records Retention/Disaster Recovery Facility – The manager reported that work has begun on the development of a Records Retention/Disaster Recovery Facility in the storage units above the office. He stated that staff has made good progress framing in the three units that will be used for conditioned storage and computer systems backup.

Records Retention/Disaster Recovery Facility – The manager reported that he and the Director of Operations, Craig Riehle, will be meeting with the Washington State Department of Health on Thursday, November 3<sup>rd</sup> to begin discussion regarding the update of our Comprehensive Water System Plan.

Financial Report – The manager reported that through mid-October revenue stands at approximately \$3.95 million and expenses are at \$4.17 million. The Operating Fund balance is \$2.17 million.

#### COMMISSIONER’S REPORT

Commissioner Ridge stated that she will be attending Energy Northwest meetings October 25-26 and the Energy Northwest Forum October 27-28 in Richland, Washington.

Commissioner Ridge will be attending the Public Power Council meetings November 2-3 in Portland Oregon.

Commissioner Nuxoll reported that he will be attending the Public Utility Risk Management meetings (PURMS) meetings November 2-3 in Burien, Washington.

#### ADJOURNMENT

There being no further business the meeting was adjourned at 5:50 p.m.