

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
March 27, 2018

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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.

Staff: 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 March 12, 2018 Regular Meeting and payment of the Transaction Vouchers covering Electronic Transaction Vouchers #4664EFT through #4680EFT in the amount of \$35,175.84 and Blanket Transaction Voucher Approval Documents covering vouchers #38162 through #38205 and Electronic Transaction Vouchers #25 – #26 in the amount of \$132,116.09. 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

Resolution 18-450 – Management and Administrative Policy Amendment

The manager presented Resolution 18-450 which provides for the amendment of the Management and Administrative Policy adding Chapter 9 – Emergency Management Plan (EMP). He stated that the EMP was originally prepared in response to a federal law enacted after the September 11, 2001 attack. The EMP incorporated the results of the required vulnerability assessment completed for the water system and includes actions, plans and procedures that can be implemented in the event of a natural disaster, emergency, terrorist attacks or other intentional/unintentional actions on the community. The goal of the EMP is to be prepared to do all we can to lessen the impact of an event on the public health and the safety and supply of drinking water provided to the community.

The manager stated that the original EMP was adopted by the Board of Commissioners on November 4, 2004 through Resolution 04-289. Since original adoption, EMP information has changed and is constantly in need of updating when necessary. The EMP has evolved into a plan that now includes the District's wastewater collection system and the Port of Wilma Water System. The new policy will identify the EMP but the document will be separate from the policy in order to update it as needed.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve Resolution 18-450 amending the Management and Administrative Policy and Procedure Manual. The question was called for on the motion. The motion passed 3-0.

#### MANAGER'S REPORT

Operations Activity – The manager reported that the crew completed installation of 2,000 feet of 8-inch C900 PVC on Sunrise Drive and 7<sup>th</sup> Street. The new water main replaces 4-inch and 6-inch steel main installed in 1951. The water main was chlorinated, flushed and the sample taken was satisfactory. The replacement and upgrade of the 45 customer water services began yesterday. At the end of the day 7 service lines have been replaced.

Shop Expansion – The manager reported that the extension of our shop building at the facility above the office is near completion. The extension of the building 15 feet will now accommodate parking of the new Vactor Truck scheduled to arrive in June.

Commissioner Gary Hicks NWPPA Paul J. Raver Award – The manager reported that former Commissioner Gary Hicks was posthumously selected to receive the Northwest Public Power Association's Paul J. Raver Award for community service. The award is given to individuals or organizations that have shown superior leadership in the betterment of cities, locales, states or regions. The award will be presented at ceremonies during the NWPPA Annual Conference in Boise, Idaho on Wednesday, May 23, 2018.

#### COMMISSIONER'S REPORT

Commissioner Ridge attended the Washington PUD Association (WPUDA) meetings March 13-16 in Olympia, Washington. She reported that discussion centered on bills introduced in the legislative session that passed or died in committee. She reported about the effort by WPUDA and other water districts to file an amicus brief in the Crown West Realty v. Ecology case. The manager stated that he spoke with Ecology's Spokane office about the issue but needs to speak with John Kounts about the particulars of the need to intervene in the case before the Board offers their financial support for the effort.

#### ADJOURNMENT

There being no further business the meeting was adjourned at 6:05 p.m.