

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
November 10, 2014

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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.

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

PUD Staff: General Manager Tim Simpson and Counsel Scott Broyles.

Members of the public were present.

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 October 28, 2014 Regular Meeting and payment of the Transaction Vouchers covering vouchers #1819 and #1820 and vouchers #3291EFT through #3306EFT in the amount of \$34,245.11 and Blanket Transaction Voucher Approval Document covering vouchers #33107 through #33148, and Electronic Transaction Vouchers #14110401, #14110402, #14110501, #14110502 and #14112101 in the amount of \$141,567.72. 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 14-415 – Sole Source Purchase of a Valve Maintenance Trailer

The manager presented Resolution 14-415 which provides for the sole source purchase of a valve maintenance trailer (VMT) and the computer software necessary for its operation. He stated that the 2015 Budget provided for the purchase of a VMT which will be used by operations staff in the exercising of valves in our system. The VMT is supported by computer software that provides a maintenance record of when the valve is exercised and how many turns it took to close and open the valve. This software will tie into the PUDs GIS system which we will begin to be used as an asset management tool. The VMT also comes with a vacator or vacuum tank that can be used for valve box maintenance, service meter box maintenance and construction work.

The manager stated that the total price for the VMT package is \$77,502.00. With sales tax the total cost of the equipment and software will be \$83,469.65. The 2015 Budget provided \$90,000.00 for purchase of the VMT package. The manager stated that he is asking for authorization to purchase the item now because it will take 12 to 16 weeks from the time of order to the time of delivery putting the purchase in 2015.

The manager stated that the VMT identified is solely designed, manufactured, assembled and distributed by E.H. Wachs, a water utility products manufacturer located in Harvard, Illinois. The operation and maintenance software called InfraMap integrates Wachs proprietary automated valve exercising scripts within InfraMap's data collection and management software which is also solely distributed by the E.H. Wachs Company.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Gary Hicks to adopt Resolution 14-415 approving the Sole Source purchase of a Valve Maintenance Trailer and computer software necessary for its operation from E.H. Wachs. The question was called for on the motion. The motion passed 3-0.

#### MANAGER'S REPORT

13<sup>th</sup> Street Main Replacement Project – the manager reported that the operations crew has completed services up to mid-block between Libby Street and Highland Avenue. He stated that after today 10 services remain to be connected to the new main along with two fire hydrants, the installation of 2-inch line into Acorn Court and the mainline tie-in on the west side of Libby and 13<sup>th</sup> Streets. The manager stated that the crew will complete the project by the middle of the next week. Asphalt patching will also conclude next week. Early next year the Acorn Street services will be tied to the new 2-inch line and abandoned valves will be removed prior to the asphalt project. Sidewalks continue to be replaced.

Heights Reservoirs Interior Recoating Project – the manager reported that the sand blasting and primer coating work was completed today on the 1 million gallon (mg) reservoir. Applying of the finish coat will begin on Tuesday, November 11<sup>th</sup>. The 1 mg reservoir should be completed and ready for use before the end of the month. Work on the 2 mg reservoir will begin after the 1 mg passes water quality testing.

Port of Wilma – the manager reported that CHS Primeland will be submitting plans this week for a proposed fertilizer facility at the Port of Wilma. The project is adding rail line that will cross the existing road to the north of the project site. At the crossing in the North-West corner of the facility site, the track alignment is in conflict with our 10-inch water main and our 4-inch main and mainline valves. CHS will be required to relocate the water main so it has only minimal conflicts with our water system.

COMMISSIONER'S REPORT

Commissioner Nuxoll attended the PURMS self-insurance semi-annual meeting at the Pacific Underwriters office in Burien, Washington November 5-6, 2014. He reported that PURMS had thought that the liability reserve would need to increase up to \$3.5 million but they were notified by the state risk manager that the \$3.0 million reserve was adequate based on actuarial calculations. He stated that AIG, our excess liability insurance provider, is developing a new insurance program to cover PUDs in the event that someone illegally taps into their computer systems and gains access to confidential customer and employee data.

ADJOURNMENT

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