

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
January 26, 2015

.....
President Gary Hicks presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:00 p.m. at the PUD Office at 1500 Scenic Way.
.....

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 Judy Ridge and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the January 13, 2015 Regular Meeting and payment of the Transaction Vouchers covering vouchers #3369EFT through #3384EFT in the amount of \$29,211.79 and Blanket Transaction Voucher Approval Document covering vouchers #34062 through #34107, and Electronic Transaction Vouchers #15012001, #15012101 and #15012301 in the amount of \$112,689.63. 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 15-417 – Surplus Utility Vehicle

The manager presented Resolution 15-417 which provides for the surplus of a 2003 Ford Ranger fleet vehicle. He stated that the truck is utilized primarily by the meter reader and was scheduled for replacement in 2009. The truck is being used as a trade-in for purchase of a 2015 full size truck.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to adopt Resolution 15-417 approving the surplus of the 2003 Ford Ranger and authorizing the General Manager to provide for the sale of the vehicle. The question was called for on the motion. The motion passed 3-0.

2015 Utility Truck Bid Award

The manager presented bids received for a 2015 Utility Truck. The bid specified a full size extended cab ½ ton two-wheel drive truck. He stated that the 2015 Budget identified \$25,000 for the purchase of the utility truck. Funds for the purchase of this vehicle will come from the Equipment Replacement Fund. The 2003 Ford Ranger is being used as a trade-in for the new vehicle.

He stated that he requested bids for the vehicle from three (3) local vendors utilizing 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. The manager stated that he received two (2) quotes in return from the vendors contacted. Below are the net results of the quotes for the 2015 full size truck which includes sales tax and allows for the 2003 Ford Ranger trade-in value.

<u>Vendor</u>	<u>Truck Bid</u>	<u>Trade Value</u>	<u>Net Price</u>
Joe Hall Ford, Lewiston	\$22,510.44	\$4,500.00	\$18,010.44
Kendall Chevrolet, Lewiston	\$26,472.88	\$4,000.00	\$22,472.88

Based on the quotes received the manager recommend purchasing the 2015 ½ Ton 2-Wheel Drive, Extra-Cab Truck from Joe Hall Ford, the lowest responsible bidder, in the net amount of \$18,010.44.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to approve the purchase of a Ford F-150 Truck from the lowest responsible bidder Joe Hall Ford in the net amount of \$18,010.44. 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 began on January 16th. He stated that the contractor has already completed the sand blasting of the base of interior and is currently applying the primer coat. He stated that the primer coat of the base of interior should be completed by the end of the week.

Port of Wilma Well No. 2 Repair – the manager reported that the motor, column, shaft and pump for the Well No. 2 in the Port of Wilma were pulled on Tuesday, January 13th. Specialty Pump stated that the column, shaft and pump were significantly deteriorated and will need to be replaced and the motor will need to be rewound. As a part of the process it is planned to increase the gallons per minute (gpm) on the well from 700 gpm to 1,000 gpm which is the maximum the water right certificate allows. Specialty will provide a cost for material and labor later this week. The manager stated that the W steel shaft will be replaced with a stainless steel shaft.

Annual Sewer Flushing – the manager reported that the crew, working with the City of Clarkston, completed the annual flushing of the sewer system earlier this month. He stated that approximately 16,000 feet of sewer was flushed and videoed.

13th Street Overlay Project – the manager reported staff will meet with City of Clarkston, Asotin County and the contractor in a preconstruction conference for the 13th Street Asphalt Overlay project. Poe Asphalt was awarded the bid. Work should begin in mid to late February. The crew is preparing to complete main and service line replacement in Acorn Street in early February prior to the asphalt overlay.

Bridge Street Water Leak – the manager reported that a leak in a service line was found on Bridge Street between 10th and 11th streets on Christmas Eve. The crew repaired the leak the day after Christmas but the road was left as is to allow for settling. The repair of the road was turned over to the City of Clarkston who was provided jurisdiction by the Washington Department of Transportation. M.L. Albright was hired by the City to remove the bad soil and replaced it with CDF and temporary cold asphalt mix. The road will be repaved once the asphalt plant opens. The PUD is responsible for all costs.

Sewer System Studies – the manager reported that the City of Asotin is in the process of developing a scope of work with Keller and Associates to study the addition of sewer to the Clemans, Swallows Nest, Quailwood and surrounding areas. Their plant has enough capacity for 265 more homes. Keller and Associates is also working with the City of Clarkston to identify funds and develop a scope of work for a sewer system plan.

State Archivist – Treasurer, Bob Sisco reported that the Washington State Archivist will be at the PUD on February 11th to provide records training to Eastern Washington officials. He stated that even though our Commissioners have received their training they are welcome to attend the event. The archivist will be at our meeting on February 10th.

COMMISSIONER'S REPORT

Commissioner Ridge attended the Washington PUD Association meetings and legislative reception January 14-16 in Olympia. She stated that there was a lengthy and thorough presentation from Chelan PUDs attorney for PUD Commissioners regarding their duties. She stated that two of our District 9 Legislators attended the reception.

Commissioner Nuxoll attended a Watershed Planning Unit meeting at the PUD on Thursday January 22nd. The legislature provided \$40,000 in funding for the Planning Unit to set instream flows in the watershed. He stated that Ecology has advised us against starting the process due to the legal issues surrounding exempt wells in the state. The Planning Unit has agreed to table instream flow setting until such a time that it would not adversely affect the exempt well drilling and use within the watershed. \$29,000 of the grant will be used to update the Detailed Implementation Plan and update stream flow data. He stated that the Planning Unit will meet monthly through June 2015.

Meeting Minutes
January 26, 2015
Page 4

Commissioner Nuxoll requested to be an alternate for the PURMS Board in the event that Commissioner Hicks cannot attend. Commissioner Hicks and Commissioner Ridge concurred.

Commissioner Hicks will be attending Energy Northwest Meetings in Richland February 28-29 as an alternate for Commissioner Ridge due to a schedule conflict.

ADJOURNMENT

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