

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
December 20, 2012

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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 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 December 11, 2012 Regular Meeting and payment of the Transaction Vouchers covering vouchers #2585EFT through #2599EFT in the amount of \$26,737.56 and Blanket Transaction Voucher Approval Document covering vouchers #30967 through #30993, and Electronic Transaction Vouchers #12122001 and #12122102 in the amount of \$48,252.37. The question was called for on the motion. The motion passed 2-0.

OLD BUSINESS

Port of Wilma Progress Report for Water and Sewer System Upgrades

That manager reported that three of the large 8 inch meters have been installed. He stated that 3 – 8 inch, 1 - 6 inch and 2 – 4 inch meters remain for installation and two new 1 inch services need to be installed. Through the meter change out process the PUD crew has been able identify line location and direction. Personnel from the Bennett Lumber Mill have been assisting in the effort to identify which meters serve the multiple inlet locations at the mill. The manager stated estimated that all work on the water system should be completed by the end of February.

The manager stated that work on repairing and upgrading the sewer system has come to a standstill until it is determined what will happen with the septic system and drain field. The manager stated that the information he received from the Whitman County Health Department was shared with the Port of Whitman County. Port staff met with the Health Department today and shared information, maps and plans. Health Department employees will review the information and make a determination on how the Port will have to proceed. They will either make a determination themselves or will send it on to

the state Department of Ecology for review and decision making. The manager stated that regardless of who makes a determination, significant work will need to be completed in order for a system to handle the Port of Wilma wastewater.

The manager stated that he and Counsel Scott Broyles met via conference call with the Port's attorney Bruce Ensley. Mr. Ensley had contacted Scott with concerns regarding the transfer of water rights to the PUD as part of the transfer of ownership. He was concerned that the transfer of water rights would result in a relinquishment of unused portions of the rights. The manager was able to address his concerns by telling him of his discussions with Ecology staff Dan Tolleson regarding the transfer of these rights. Ecology will require a conforming document that will allow the transfer of water rights to the PUD once the ownership transfer occurs. The manager stated that he, Counsel and Mr. Ensley will discuss water rights transfer after the first of the year and will likely meet with Ecology via conference call. During the call Mr. Ensley requested relief from the monthly standby fire line protection fee. Mr. Ensley had thought that the PUD was already collecting revenue from the water system and felt relief was necessary. The manager told him that the PUD has not been collecting revenue from the water system and will not until the transfer of ownership occurs. He stated that once transfer occurs then the fire line protection fee would be dropped because the system will belong to the PUD at that point. Mr. Ensley was satisfied with this explanation.

#### NEW BUSINESS

There was no New Business was presented.

#### MANAGER'S REPORT

Water Projects Update – the manager reported that contractor M.L. Albright & Sons (Albright) has completed work on Highland Avenue and Riverside Drive. All work is substantially complete and what remains is a punch list of minor items that need to be addressed. He stated that Albright is taking the week of Christmas off and the remaining items should be done by the first week of January. The manager stated that based on current numbers it appears that the 2012 Water CIP Project will be come under budget. Final payment for the project will occur once the punch list items are complete and Albright has satisfied state agencies with proper documentation.

Sewer Projects Update – the manager stated that the 25<sup>th</sup> – 26<sup>th</sup> Streets and 8<sup>th</sup> Avenue sewer project is finally moving along. The contractor has made good progress in the last two weeks. The Valleyview Drive sewer system expansion project is also moving along well. The contractor has set another manhole and has paved back over the areas where sewer main and laterals have been installed. They plan for work to conclude the week of January 7, 2013.

2013 Projects Determination – the manager stated that he and staff will meet the first week in January to review and finalize decisions on water and sewer projects for 2013. Two water line extension projects have been identified along with the area where sewer expansion will occur. In addition, water service rehabilitation to approximately 72 services on 12<sup>th</sup> Street will occur prior to the City of Clarkston’s planned 2013 repaving of the street.

Public Record Acts Seminar – Counsel Scott Broyles requested that he and Treasurer Bob Sischo be allowed to attend a public records act seminar on January 30, 2013 in Seattle Washington. The Commissioners granted the request.

#### COMMISSIONER’S REPORT

Commissioner Ridge attended the Energy Northwest (ENW) Board meetings on December 12-13 in Richland Washington. She stated that ENW received a visit from colleagues in the nuclear industry November 5<sup>th</sup> through the 16<sup>th</sup> for a peer review. 15 areas for improvement were identified along with 6 areas of strengths. One of the areas of strength was in the leadership of ENW. Staff will complete their due diligence in the areas of improvement identified. Commissioner Ridge stated that ENW is seeking to change Executive Board governance. ENW wants more board members with nuclear experience and background. Of the 11 board members, 5 of the board members are selected from the member utilities and 3 are governor appointed.

#### ADJOURNMENT

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