

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
July 24, 2017

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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.

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 July 11, 2017 Regular Meeting and payment of the Transaction Vouchers covering vouchers #4392EFT through #4408EFT in the amount of \$30,750.04 and Blanket Transaction Voucher Approval Document covering vouchers #37292 through #37331 and Electronic Transaction Vouchers #17072001 and #17072002 in the amount of \$121,203.86. 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

Asotin County Conservation District Fire Prevention Flyer Billing Insert Request

The manager presented a Fire Prevention flyer developed by the Asotin County Conservation District. The Conservation District is requesting insertion of the flyer with our monthly billing statements. If approved, the flyer will be printed and inserted by our billing company with our July 28<sup>th</sup> and August 11<sup>th</sup> statements. The cost of the printing and insertion will be paid for by the Conservation District.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve the insertion of the Asotin County Conservation District Fire Prevention flyer with PUD customer billing statements. The question was called for on the motion. The motion passed 3-0.

## MANAGER'S REPORT

Capital Improvement Projects – The operations crew completed installation of 900 feet of 8-inch C900 PVC water main on Poplar Street from Burns Street to 13<sup>th</sup> Street. The new line replaces a 6-inch steel water main. Today, the crew began replacement of customer service lines and tie-over to the new water main. Last week the crew installed 300 feet of 6-inch PVC water main on Maple Street from 4<sup>th</sup> street to 5<sup>th</sup> Street to complete a loop of the water system. Only one service will need to be rebuilt on this line. The next project begin contemplated is the replacement of 1400 feet of 1950's era 6-inch steel water main on Schweiter Lane and Schaefer Drive just off of 13<sup>th</sup> Street. 16 customer services lines will be rebuilt and reconnected to the new main.

3rd Avenue Main Break – The manager stated that staff continues to work with each customer affected by the water main break on 3<sup>rd</sup> avenue to ensure they are taken care of. One claim has been paid with a couple still waiting to be resolved. Gravel and mud removal was completed in the major areas affected.

Well 3 Motor – A new US Motor for Well No 3 was ordered on July 12th. The motor is being built to our specifications and delivery is expected in 7 to 8 weeks. Well No. 7 was checked and based on the name plate and the weight of the water being pulled from the aquifer it is also undersized and should be a 300% thrust. The windings in the motor were rewound and rehabilitated last year and won't be replaced anytime in the near future.

Avista Utilities – Avista announced this week that they will be acquired by Hydro One, a Canadian energy company. The announcement states that the acquisition will be completed in the 2<sup>nd</sup> half of 2018. Avista stated that nothing will change locally with the acquisition.

Asotin County Health District – The manager and Operations Director, Craig Riehle met with the new Environmental Health Specialist with the Asotin County Health District, Chelsea Cannard. Her job is directly concerned with septic systems. She stated that she supports the connection of homes and businesses to the sewer system upon failure of a septic system if sewer service is nearby. She is looking forward to working with us to ensure the community and our customers are provided with good service. She is competent in GIS mapping and will use it for identifying the location of septic systems.

Annual Accountability and Financial Audit – the 2016 audit has been reviewed by the audit manager and is complete. There was one issue and it was regarding the lack of an Information Technology (IT) directive policy. This will not be an audit recommendation. An audit exit conference is scheduled for Friday, August 4<sup>th</sup> at 10:00 am; Commissioner Nuxoll will be in attendance. This is the PUDs 30<sup>th</sup> consecutive clean audit.

Bob Sischo WFOA Award – the Commissioners and manager congratulated Treasurer Bob Sischo on his 10th consecutive Professional Finance Officers Award from the Washington Finance Officers Association.

COMMISSIONER'S REPORT

Commissioner Ridge attended the Washington PUD Association meetings on July 18-21 in Oceanside, Washington. She stated that the meetings focused on the Washington Legislature and the effort to finish the state budget. An operational budget was agreed upon but the extended special session was adjourned without a capital budget. The Hirst Decision by the Washington State Supreme Court and legislators desire to fix that decision through legislation is holding up completion of the budget. Also discussed was the provision in the law for PUD work limit of \$150,000 for material before having to go out to bid. PUDs are looking at the distinction in the law regarding material and equipment. The Privilege Tax PUDs pay for power sales was also discussed.

Commissioner Ridge will be attending Energy Northwest meetings July 25-27 in Richland.

Commissioner Ridge will be attending PPC meetings August 2-3 in Portland.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:15 p.m.