

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
January 22, 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.

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 January 8, 2018 Regular Meeting and payment of the Transaction Vouchers covering Electronic Transaction Vouchers #4596EFT through #4612EFT in the amount of \$34,283.93 and Blanket Transaction Voucher Approval Documents covering vouchers #37944 through #37986 and Electronic Transaction Vouchers #9 – #11 in the amount of \$48,981.17. 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

Award Utility Service Body Quote for 2018 Utility Crew Truck

The manager stated that the 2018 Budget identified \$70,000 for the purchase of a utility crew truck and service body. At the December 18, 2017 meeting the Board approved the purchase of a Ford F-550 Cab and Chassis from Joe Hall Ford in the amount of \$46,970.28. The next step in the process was to seek quotes on a Utility Service Body for the cab and chassis.

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, quote requests for a Utility Service Body were sent to three (3) vendors, two (2) from Spokane and one (1) from Boise. The quote specified a Knapheide or equivalent service body with certain specifications for the storage of tools and equipment and the specification that it fit the overall length of the Ford F-550 cab and chassis. The results of the quotes received for the Utility Service Body with sales tax added are as follows: Titan Truck - \$49,844.43, Cobalt Truck - \$54,620.06 and Utility Truck - \$57,511.80.

Based on the quotes received, the manager recommended purchasing the Utility Service Body for the 2018 Utility Crew Truck from Titan Truck Equipment in the amount of \$49,844.43. Funds for the purchase of the truck and utility service body will come from the Equipment Replacement Fund.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approving the purchase of a Utility Service Body for the 2018 Utility Crew from Titan Truck Equipment in the amount of \$49,844.43. The question was called for on the motion. The motion passed 3-0.

Set Board Work Session for Monday, January 29, 2018

The manager requested a Board Work Session on Monday, January 29, 2018 at 4:30 pm to review the financial analysis conducted as part of the Comprehensive Water System Plan Update.

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve a Board Work Session for Monday, January 29, 2018 beginning at 4:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

System Maintenance – The crew replaced a mainline valve at 15th and Chestnut Streets on Friday, January 19th. Earlier that week, the crew had replaced two valves on Chestnut near 14th Street. Valves replaced were found to be inoperable during annual valve exercising. On Friday, January 11th a critical mainline valve broke on 13th Street at Perry Lane during exercising. The valve was replaced on Friday, January 12th. A redundant feed from Cherry Street, installed several years ago, ensured adequate water supply until the valve could be repaired. The Commission recognized the good work of the crew.

Quail Ridge Golf Course – The manager stated that, as directed, he contacted the Bonneville Power Administration (BPA) requesting confirmation that if we lost our only retail customer that the PUD would still be considered a preference power utility. BPA confirmed that our status would not change if we did not have a retail customer. In addition, the manager contacted Avista Utilities, requesting the cost of providing a redundant feed to Quail Ridge, and Clearwater Power Company (CPC) regarding their interest in reassuming ownership of the electric cable that provides service and taking back Quail Ridge as a customer. The manager is waiting to hear back from Avista. Clearwater responded with interest but requested more information.

The manager stated he searched RCW Title 54 to review language granting authority to convey the system back to CPC. We cannot sell or convey the system without an affirmative vote of three-fifths of the voters voting at an election on the question of approval of a proposed sale. However, it can be conveyed to CPC when it becomes unserviceable, inadequate, obsolete, worn out or unfit to be used in the operations of the system and which is no longer necessary, material to, and useful in such operations. The line would have to fail before conveyance. Direction was provided to the Manager.

City of Clarkston – The manager reported that the development of a sewer system management proposal is currently on hold until the City works through their process of notifying and informing the bargaining unit. The City requested a formal letter regarding our initial outlined proposal in order to assist in this process.

Asotin County Stormwater – The manager reported that during the snow and rain event in early January, the County and the PUD found that the stormwater retention pond located on PUD property at Ridgeview Drive and 4th Avenue did not retain water and drain it properly causing a sink hole on PUD property. The County has been on top of the issue and has devised a plan to fix the problem. A new mechanism will be installed in the pond drain system to slow the flow and the County will install a drain line, collection basins and a bubbler to ensure no future damage to our property.

COMMISSIONER’S REPORT

Commissioner Ridge attended the Washington PUD Association meetings and Legislative Reception on January 10-12 in Olympia, Washington. The Commissioner roundtable included discussion on employee morale and the clean energy bill and a seat at the table. Legislation addressing the Hirst decision was passed and signed into law.

Commissioner Ridge will be attending Energy Northwest meetings on January 23-26 in Olympia. She will be on an Ad Hoc Committee for the Nuclear Board appointment.

Commissioner Ridge will be attending Public Power Council meetings on January 31 – February 1 in Portland, Oregon.

EXECUTIVE SESSION

Commissioner Nuxoll adjourned the regular meeting into Executive Session at 6:20 p.m. to evaluate the performance of the General Manager per RCW 42.30.110(1)(g). Commissioner Nuxoll stated the Board would be in Executive Session for 15 minutes.

Commissioner Nuxoll called the regular meeting back to order at 6:32 p.m. He stated that no decisions were made in Executive Session.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:35 p.m.