

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
February 12, 2019

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President Judy Ridge presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:35 p.m. at the PUD Office at 1500 Scenic Way.

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ROLL CALL: PRESENT Commissioners: Judy Ridge, Greg McCall and Don Nuxoll.

Staff: Tim Simpson and Bob Sischo.

Members of the public were present.

MINUTES OF MEETING AND VOUCHER APPROVAL

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to approve the consent agenda approving the minutes of the January 29, 2019 Regular Meeting and payment of the Transaction Vouchers covering Vouchers #1971 – #1973 and Electronic Transaction Vouchers #5019EFT – #5034EFT in the amount of \$41,187.86 and Blanket Transaction Voucher Approval Documents covering Electronic Transaction Vouchers #19020501, #19020502, #19020701, #19020702, #19021901, #19022201 and #19022202 and vouchers #39198 – #39243 in the amount of \$161,351.51. 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

City of Clarkston Intergovernmental Cooperation Agreement – Sewer Evaluation Report

The manager presented an Intergovernmental Cooperation Agreement from the City of Clarkston for the PUD's preparation of the City's 2019 Annual Sewer Evaluation Report. He stated that the sewer evaluation report is used by the City to calculate monthly sewer charges for their customers. Water use for the months of January and February by PUD customers within the City of Clarkston is the basis for sewer charges for the year. The manager stated that the text of the agreement remains the same as well as the fees for providing services.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to approve the Intergovernmental Agreement with the City of Clarkston for preparation of their annual Sewer Evaluation Report and authorize the General Manager to execute the Agreement. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Former Grumpy's Restaurant Late Comer's Agreement – the manager reported a certified letter was sent and received by the new owner the former Grumpy's restaurant. The letter requested documentation showing that interest in the sewer system Latecomer's Agreement was transferred. The new owner has not responded to our request. Funds collected per the Agreement will be placed in the capital fund.

Operations Activity – the manager reported that the crew completed valve exercising on the PUD system and City of Asotin system. Meter box cleaning has started along with other system maintenance.

Appleside Development – the manager reported that review of the detailed plan and specifications for the 41-unit townhome development at 6th Avenue and Appleside Boulevard has been completed. Staff is awaiting response from Developer Dan Yonge and his engineer on the minor changes requested.

Work Order System – the manager reported that the Work Order System software installation budgeted for this year will not occur. He stated that the product demonstration provided last year, that met with staff approval, does not work with our current version of MUNIS software. The demo shown was for the new utility software introduced in 2018. Converting to the latest version of MUNIS software is not feasible at this time and the current product that fits our version of MUNIS is not operations friendly.

City of Clarkston Wastewater System – the manager stated that since his last report he has had multiple discussions with City of Clarkston Public Works Director, Kevin Poole regarding the management of their wastewater collection system and wastewater treatment plant. He stated that he was helping with the finalization of the document that will be submitted to the union for their consideration including the development of an estimated budget. State labor laws require notification of the union regarding the benefits and costs savings associated with PUD management. He reported that delivery of the letter to the union has been authorized which includes starting the required decision and negative impact negotiation process. The manager stated that there would be no negative impact to their current employees with PUD management and employment of this staff. He stated that taking on the City's sewer system employees will be beneficial to them. He also reported that Mr. Poole stated that with the required delivery of the letter to the union, they are ready to proceed with the development and review of a management agreement. The manager stated that after details and components of a management agreement are developed, he would conduct work session with the Board to discuss the agreement.

COMMISSIONER'S REPORT

Commissioner McCall will be participating in the February 14-15, 2019 Washington PUD Association meetings via conference call.

ADJOURNMENT

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