

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
January 14, 2020

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President Judy Ridge 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: 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 December 23, 2019 Regular Meeting and payment of Payroll Vouchers #2008 – #2012 and Electronic Payroll Vouchers #5387EFT – #5403EFT in the amount of \$54,240.69 and Electronic Accounts Payable Vouchers #19123101, #20010301, #20010302, #20011101, #20011102, #20011301, #20011701, #20011702, and #20012401 and Accounts Payable Vouchers #40306 – #40395 in the amount of \$383,100.63. 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

Award Surplus 1979 Kohler Diesel Generator Bid

The manager reported that at the Board meeting on December 10, 2019, the Commission approved the surplus of the 1979 Kohler Diesel Generator which was installed when the Bridge Street Sewer Lift Station was originally constructed. The minimum bid set for the generator was \$1,000.00 and it was advertised in print and online with bids due by noon on January 8, 2020. Several individuals expressed interest and observed the operation of the generator. By the deadline for bid submittal, five (5) bids were received for the surplus generator. Four (4) of the bids met the minimum bid amount. One (1) bid received was for \$500.00 disqualifying the bidder. The four qualified bids received are as follows:

Barry Barnes, Barnes, Inc. Lewiston	\$2,750.00	Margaret McVicker, Lewiston	\$1,580.30
Clifford McKillop, Republic WA	\$2,251.00	Terry Roberts, Lewiston	\$1,001.00

Based on the bids received, the manager recommended awarding the 1979 Kohler Diesel Generator to the highest qualified bidder, Barry Barnes, Barnes, Inc, in the amount of \$2,750.00.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to award the bid for the surplus 1979 Kohler Diesel Generator to Barry Barnes, Barnes, Inc. in the amount of \$2,750.00. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

2000 PWTF Loan Payoff – the manager reported that the final payment on the 2000 Public Works Trust Fund loan was made with the Board's approval of the accounts payable voucher. He congratulated the Commissioners stating that the PUD is now debt free.

Operations and Administrative Activity – the manager reported that the crew is exercising valves and have completed most of the Heights and City of Asotin. The crew is repairing several hydrants identified with issues when conducting hydro-static testing. Issues with the new motor controller and SCADA system alarms for the Bridge Street Lift Station were resolved. An estimated delivery date on the Well No. 6 motor starter will be provided this week. The project with our engineers Murraysmith, to update our standards and specifications and project bid documents, is near completion. Project plans are under review with an estimated advertising of water main replacement bids by month end. Bids will be due by the end of February. Murraysmith has agreed to conduct a fire flow analysis of the Mitch Dimke planned multi-family residential development on Dustan Loop. Mr. Dimke will be paying for this analysis. Staff is scheduling the installation of the Backflow Prevention database software.

The remodeling of the front office will begin on Friday, January 24 with conclusion the following weekend. The office will be closed to customers on the 24th, 25th and 31st with staff setting up in the conference room the week of January 27th. The room setup for the January 28th Commission meeting will be altered to accommodate our customer service representatives. After review staff will be recommending the elimination of the Budget Billing program. Staff are currently evaluating online payment vendors. The manager attended the Lower Snake River Dams Stakeholder Engagement Public Workshop held in Clarkston. This was the final report of the \$750,000 Governor initiated study.

COMMISSIONER'S REPORT

Commissioner McCall will be joining the Washington PUD Association meetings by phone January 16 and January 17.

Commissioner Ridge will be attending Energy Northwest Board Meetings January 21-23 in Olympia, Washington.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:03 p.m.