

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
January 28, 2020

.....

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.

.....

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

Staff: Tim Simpson and Bob Sischo.

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 14, 2020 Regular Meeting and payment of Electronic Payroll Vouchers #5404EFT – #5420EFT in the amount of \$36,897.73 and Electronic Accounts Payable Vouchers #19100101, #20011703, #20012101 and #20012102 and Accounts Payable Vouchers #40396 – #40440 in the amount of \$128,330.73. 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 2020 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 in January and February by PUD customers in the City 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 Cooperation 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.

Change the Tuesday, February 11, 2020 Commission Meeting Date

The manager requested changing the next Commission meeting date from Tuesday, February 11, 2020 to Monday, February 10, 2020 due to Commissioner travel to meetings.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to approve changing the Tuesday, February 11, 2020 meeting to Monday, February 10, 2020 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Operations and Administrative Activity – the manager reported that staff is conducting map updating and training, continuing valve exercising, locating for fiber projects and routine maintenance and flusher pipe repairs. All PUD staff completed bi-annual first-aid training. The WWTP annual sewer meter calibration was completed. The material list for the Libby Street Service Replacement Project and McCarroll Street Project were reviewed. The Director of Operations, Craig Riehle, is finalizing bid packets for the 14th and 13th Street Water Main Replacement Projects. The projects will bid on February 5th with the deadline for receipt of bids on Tuesday, March 3. The project estimate is \$385,000.

Development – the manager reported that fire flow modeling for Mitch Dimke's multi-family residential development on Dustin Loop was conducted and the analysis showed that 6-inch piping within the development is adequate to meet the minimum fire flow requirements for the residential hydrants. Noel Hardin, Asotin County Fire District No. 1 Fire Chief, was notified of the fire flow modeling results. Staff met with Mr. Dimke's engineer last week to review plans to ensure they met PUD standards. Final plans will be provided this week.

Personnel Policy – the manager reported that results from a survey of other PUDs with regards to their drug testing policies is being compiled. An executive summary of the survey will be provided to the Board along with recommendations for Personnel Policy amendments.

Customer Newsletter – the manager reported A customer newsletter is currently under development with content on being debt free, backflow prevention device testing and capital improvement projects. He asked the Board if there were any items they would like included in the newsletter. Commissioner McCall stated that the office remodel should be included. The newsletter will be sent out in March.

2019 Year-End Budget Comparison – the manager reported that a comparison of the actual revenue and expenditures to the 2019 approved budget was conducted. He stated that at year-end, expenses were \$54,000 over budget. This was the result of the failure of the Well No. 7 motor and the purchase of a new one. He stated that this overage will be absorbed by the 2019 Capital Improvement Fund reserve set aside. The reduction in the reserve for 2020 projects met projections and the funding set aside is adequate to meet what is budgeted for capital improvement projects this year.

COMMISSIONER'S REPORT

Commissioner Nuxoll attended a presentation by geologist Dale Ralston on January 16 at the PUD office. He was joined by PUD management staff. The presentation was regarding the Lewiston Basin Aquifer geology and included discussion regarding the Lewiston Orchards Irrigation District's new wells. Mr. Ralston stated that we have a robust aquifer adequately meeting the demand of local utilities.

Commissioner McCall joined the Washington PUD Association meetings by phone January 16 and January 17. He reported that during the Government Relations and Communications Committee meeting the focus was on preparation for the 2020 Legislative Session and the proposed bills that affect PUDs. During the Board meeting on Friday the discussion focused on the annual trip to Washington DC to meet with members of congress. The talking points to congress will be regarding the preservation of the Lower Snake River Dams. From this meeting a comment letter to the state regarding the draft Lower Snake River Dams Engagement Report was developed.

Commissioner Ridge attended the Energy Northwest (EN) Board Meetings January 21-23 in Olympia, Washington. She reported EN hosted a legislative reception the first evening of the meetings. During the next day's meetings, CEO Brad Sawatzke, reported that the Columbia Generating Station (CGS) had record generation numbers in 2019. He also reported that CGS has been on line 216 days since the refueling outage last year. She reported that the Bonneville Power Administration (BPA) called for a no maintenance, or outage, during the cold weather event in early January. She reported that Northwest Open Access Network (NOANet) was still in negotiations with EN to take over their operations. BPA administrator Elliott Manzier was looking for support from PUDs in contacting congress regarding his current salary. EN presented information regarding new nuclear technologies including small nuclear reactor development by NuScale. The Energy Services and Development team at EN is putting together a task force to research carbon-free generation and how to better provide services to members.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:20 p.m.