

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
November 27, 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: Tim Simpson, Bob Sischo and Director of Operations Craig Riehle.

Members of the public were present.

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 November 12, 2018 Regular Meeting and payment of the Transaction Vouchers covering Electronic Transaction Vouchers #4936EFT – #4952EFT in the amount of \$37,030.54 and Blanket Transaction Voucher Approval Documents covering Electronic Transaction Vouchers #99 – #103 and vouchers #38981 through #39021 in the amount of \$91,130.37. The question was called for on the motion. The motion passed 3-0.

PUBLIC FORUM – WATER USE EFFICIENCY GOALS

The manager presented Water Use Efficiency goals and measures to be re-established for the 2018 to 2024 time frame. The presentation provided an overview of the state law and rule requirements under the Washington Administrative Code, PUD objectives for the establishment of goals and measures, the supply-side and demand-side measures and the goals, cost and estimated water savings the proposed goals and measures propose to achieve. No public comment or input was provided when requested.

WATER SYSTEM PLAN PRESENTATION

David Stangel, P.E. with Murraysmith presented the proposed 2018 Water System Plan (Plan) which the Washington State Department of Health recently completed their review of. Mr. Stangel provided a Plan timeline, the purpose of the Plan, an outline of the Plan and a summarized review of each section of the Plan. No public comment or input was provided when requested.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

Resolution 18-459 – Adopting the 2018 Water System Plan and Water Use Efficiency Goals

The manager presented Resolution 18-459 which provides for the adoption of the 2018 Water System Plan and Water Use Efficiency Goals as presented.

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve Resolution 18-459 adopting the 2018 Water System Plan and Water Use Efficiency Goals. The question was called for on the motion. The motion passed 3-0.

Award Bid for the Bridge Street Lift Station Control Panel

The manager stated that the 2019 Budget designated \$50,000 towards the Bridge Street Sewer Lift Station for purchasing a new control panel and moving the current controls out of the pit next to the pumps and placing them in a convenient location for easy access and operation. He stated that moving the controls will also eliminate a confined space issue.

The manager reported that utilizing the Vendor Roster, pursuant to RCW 54.04.082, detailed specifications were supplied for a lift station Duplex Control Panel and bids were solicited from three (3) vendors. One (1) response was received to the bid request from Pump Tech, located in Moses Lake, Washington, in the amount of \$36,521.07. The two non-respondent vendors were Whitney Equipment and Mather & Sons. Based upon the bid results the manager recommended awarding the bid for the Duplex Control Panel for the Bridge Street Lift Station to Pump Tech in the amount of \$36,521.07. He stated that the lead time for the panel build is approximately 12 weeks putting the purchase into 2019.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to award the bid for the Bridge Street Lift Station Control Panel to Pump Tech in the amount of \$36,521.07. The question was called for on the motion. The motion passed 3-0.

Set Board Work Session for Monday, December 10, 2018

The manager recommended a Board Work Session for Monday, December 10th at 9:00 am where PURMS Administrator Dick Rodruck will share information about health insurance and discuss the recent effort PURMS has undertaken to reduce costs. The manager stated the Mr. Rodruck will also provide information about liability and property insurance the PUD has through PURMS. He stated that the work session with the PURMS Administrator will be informative and will provide the Board with necessary information to make decisions regarding the management of our health insurance plan.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve a Board Work Session for Monday, December 10, 2018 beginning at 9:00 am. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Operations Activity – the manager reported that the crew continued work on the replacement of service lines identified as having a potential lead pig tail, which is typically 12 to 18 inches long. To date, 136 of the 176 identified services have been completed with 17 lead pigtails having been found. The crew has concluded this project for 2018. The crew has completed operational checks of 50 City of Asotin fire hydrants. The crew is currently flushing the sewer system in the Port of Wilma. The crew is installing the 4-inch and 2-inch meters at the new Best Western Hotel on Thursday. Staff received the project plans for the proposed seed plant located in the Port of Clarkston. The manager reported on a main line leak repair on McCarroll the crew completed in 21 minutes utilizing the Vactor truck.

City of Asotin 2nd Street Overlay – the manager reported that the City of Asotin received \$927,000 for improvement and repaving of 2nd Street from Harding to Washington Street. As a part of the project City staff contacted the PUD to discuss the rebuilding of 41 services on this stretch of road in 2019.

2017 Fiscal Audit – the manager reported that the State Auditor’s Office should be completing their review and finalizing the 2017 Audit soon. Due to the depth and length of time needed to review financial statements, primarily with regard to the write-off and cleanup of fixed assets, the Auditors stated that they will be amending the budget by \$3,000.00. Due to the fact that the nearly the entire 2018 year has been accounted for with the 2017 Audit he will be recommending just doing a financial statement audit next year along with their review of the MUNIS conversion.

COMMISSIONER’S REPORT

Commissioner Ridge attended the Washington PUD Association meetings November 14-16, 2018 at the WPUDA offices in Olympia, Washington. She reported that discussion focused on PUD Commissioner and state legislator elections as well as legislation affecting PUDs that will be proposed in the 2019 legislative session. She reported that the PUD Association will pursue legislation that will increase the amount of material PUDs can purchase for doing their own public works from \$150,000 to \$300,000. She reported that a speaker presented a session on customer surveys that PUDs can conduct. A recent clean energy survey conducted by WPUDA was discussed. The survey revealed that PUDs need to improve on their customers’ knowledge about their PUD. Solar was a topic of discussion amongst the group in attendance.

Commissioner Ridge and Commissioner McCall will be attending the Washington PUD Association Annual Meeting on December 5-7, 2018 in Tulalip, Washington.

ADJOURNMENT

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