

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
April 13, 2021

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President Greg McCall presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 10:00 a.m. The meeting was held by teleconference in accordance with the Washington State Governor's Proclamation 20-28, dated March 24, 2020, due to the novel Coronavirus (COVID-19) and Proclamation 20-28.15, dated January 19, 2021, extending the original and subsequent Proclamations.

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

Staff: Tim Simpson and Bob Sischo.

MINUTES OF MEETING AND VOUCHER APPROVAL

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the March 23, 2021 Regular Meeting and payment of Payroll Vouchers #2059 – #2061 and Electronic Payroll Vouchers #5897EFT – #5913EFT in the amount of \$44,164.44 and Electronic Accounts Payable Vouchers #21040501, #21040601, #21040602, #21040603, #21041501, #21042001, #21042002, #21042301 and #21042601 and Accounts Payable Vouchers #41606 – #41676 in the amount of \$536,907.53. The question was called for on the motion. The motion passed 3-0.

COVID-19 UPDATE

The manager reported that the governor changed the metrics which allowed most counties in the state to stay in Phase 3. There has been no guidance, to date, regarding open public meetings. He reported that the total dollar amount of accounts currently past due is \$67,200. \$29,200 of the delinquent accounts are over 120 days past due. 171 door tags for cycles 4-6 were generated and distributed on March 25th and 71 payments were received. Door tags for cycles 1-3 were generated late last week and doors were still being tagged yesterday. 34 payments for this cycle have been received.

OLD BUSINESS

Valleyview Drive Property Options

The manager stated that, at the Commission meeting on Tuesday, March 23, he presented additional information and options regarding the sale of the two-house rental property and the adjacent well property which contains the septic system drain field for both houses. The Board concurred with several items discussed, including decertifying the well and voluntarily relinquishing the water right, listing the properties together and placing them on the market as soon as possible.

After the manager's presentation at that meeting, and discussion of information, Commissioner Nuxoll stated that he had an additional idea about sewer installation to serve the properties and asked to postpone a decision on the property until further investigation. The Commission was in agreement with postponing any decision regarding the properties. Commissioner Nuxoll came to the office following the meeting to discuss his idea. He requested information on extending sewer from the main in Pomeroy Gulch through both properties to 2nd Avenue, an additional 300 feet, increasing the total footage to 850 feet. With the new request for information, the plan was adjusted and the location in 2nd Avenue, near the northwest portion of the rental property, was made as the endpoint for constructing sewer from both routes. The depth of the endpoint for the manhole at the 2nd Avenue was set at 12 feet.

The manager reported that the Pomeroy Gulch Route will require moving the sewer line off of the west property line due to the utilities and communications pedestals located on the northwest corner of Valleyview Drive property near 2nd Avenue. In addition, the sewer main we will have to be constructed over the septic drain field and the contour of the property presents challenges to ensure the sewer main is at the 12-foot depth on 2nd Avenue in order to serve additional locations in the area. He stated that PUD staff could install approximately 630 feet of the sewer main but a contractor would need to complete the remaining 220 feet to 2nd Avenue because of the lack of equipment and experience to safely go to the depth required. Due to the fact that there would be very minimal asphalt replacement and considering the additional cost for deeper installation, the contractor cost is estimated at \$225 per foot or additional \$50,000. The total cost of the 850 feet of 8-inch sewer main for the Pomeroy Gulch Route is estimated at \$92,000. If a contractor completed the entire project, the estimated cost is \$192,000.

The manager reported that the length of the sewer installation for the 2nd Avenue Route has been reduced from 780 feet to a total of 510 feet since we would not be going beyond this point to serve additional homes. The estimated cost of using a contractor to construct the 8-inch sewer main for the 2nd Avenue Route is \$145,000 or \$285.00 per foot. He stated that, if sewer is a desired option, his recommendation would be to install it in this route. This is the best location for the sewer because, once it is in the intersection of Valleyview Drive, it can be extended in multiple directions serving many more customers and locating the sewer main in street provides for easier operational maintenance.

The manager stated that with the additional information gathered, his recommendation remains the same; decertify the well, leaving an active well, and sell the property, as is, stating that the purchaser has the ability to connect to sewer in Pomeroy Gulch. He stated that this is the lowest cost option for the PUD and will provide the best return on our investment. Commissioners discussed the options presented along with the extending the size of the lot that the well resides on. There was also discussion regarding the inclusion of a utility easement on both properties for future sewer installation.

NEW BUSINESS

Resolution 21-490 – Surplus and Sell Real Property

The manager presented Resolution 21-490 which declares the real property and residences on Valleyview Drive surplus and authorizes the General Manager of the District to provide for their sale. He stated that legal counsel has reviewed the Resolution and approved of its content.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve Resolution 21-490 providing for the surplus of the identified real property and residences on Valleyview Drive and authorizing the General Manager of the District provide for their sale. The question was called for on the motion. The motion passed 3-0.

Resolution 21-491 – Sole Source Purchase of Automated Meter Reading Equipment

The manager stated that at the last Commission meeting on Tuesday, March 23, the Board concurred with proposed Automated Meter Reading Meter Replacement Program plan and directed the manager to proceed to the next step which is to begin purchasing and installing approximately 7,300 Sensus brand MXU automated meter data transmitters and MXU compatible lids. A firm price was received on the Sensus MXU's and the intention is to begin the project with the purchase of 1,000 of these units. An inventory of the meter lids, for the initial meters that will be upgraded, was completed and a request for competitive bids using the Vendor Roster process has been sent to identified vendors.

The manager presented Resolution 21-491 which provides for the sole source purchase of automated water meter data transmitters. The PUD uses only Sensus water meters and the automated meter data transmitters, or MXUs, purchased need to be compatible with these meters. Due to the fact that these are limited to a specific brand and Ferguson Enterprises, a local Sensus authorized dealer, is the supplier of the MXUs, the Resolution waives the Revised Code of Washington bidding requirements and provides for the sole source purchase of the Sensus automated meter transmitters and components from Ferguson Enterprises. He stated legal counsel has reviewed the Resolution and approved of its content.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to approve Resolution 21-491 waiving the competitive bidding requirements and authorizing the sole source purchase of Sensus automated meter data transmitters and components from Ferguson Enterprises. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Operations Activity – the manager reported that the installation of the Well No. 7 motor starter is scheduled for April 27-28. The 1,000-gallon chlorine brine tank will be replaced at the same time.

Capital Improvement Projects – the manager reported that the operations crew completed installation of 1,600 feet 6-inch PVC water main on 14th Street between Chestnut and Libby Streets and the tie over of customer service lines. The crew will move to the next project, one block over, on Washington Street from Chestnut to Libby Streets and Birch Street from Washington to Webster Streets beginning April 19th. 1,630 feet of 6-inch steel and 2-inch galvanized iron pipe will be replaced with 6-inch PVC.

Quail Ridge Golf Course – the manager reported that he received a call from the owner at the golf course regarding variable frequency drive (VFD) motors that are being installed in their upper pond pumps. He stated that these VFDs will make the pumps more energy efficient and as the PUDs only retail electric customer he was inquiring about a rebate or incentive for installing the new motors. The manager inquired with the Bonneville Power Administration and a project engineer researched the issue and found an available rebate in the amount of \$4,800 that can be passed along.

COMMISSIONER'S REPORT

Commissioner McCall attended a virtual Energy Northwest (EN) New Commissioner Orientation on Wednesday, March 24. He reported that the group heard about the various EN power production projects and the Columbia Generating Station nuclear reactor including the bi-annual refueling outage. Commissioners were provided information regarding the Open Public Meetings Act and EN governance policies and procedures. He reported regarding the memorandum of understanding signed by EN, Grant PUD and X-energy to support the development of an 80-megawatt advanced nuclear reactor on the Hanford Nuclear Reservation. The plan is to bring it online by 2027.

Commissioner McCall attended a virtual Washington PUD Association (WPUDA) Water Committee meeting on Thursday, March 25. He reported that the group was provided updates by the Department of Health and the Department of Ecology. The Department of Commerce provide an update on the Public Works Trust Fund. The Public Works Board is currently seeking applicants to fill board positions.

Commissioner Nuxoll attended a virtual Public Utility Risk Management System Administrative Committee meeting on Thursday, March 25. He reported that costs for property and liability insurance are increasing 25 to 30% due to fires and natural disasters. Cyber security insurance is increasing 50%.

Commissioner Ridge attended a virtual Public Power Council (PPC) meeting on Thursday, April 1. She reported that the proposal for breaching the four Lower Snake River Dams was again a topic of discussion. PPC is working to address the breaching proposal in a thoughtful manner that takes into account all of the members positions, questions and concerns. The BPA BP-22 rate case was also a primary item of focus at the meeting. There are two separate paths towards a rate settlement and PPC staff has developed and advanced to BPA a “narrow” settlement proposal of power revenue financing issues in the BP-22 rate proceeding. She reported that after significant discussion, this approach was adopted with the consideration of providing substantial value to PPC members while having the greatest chance of success with BPA and broadest support within public power.

Commissioner McCall and Commissioner Ridge will attend virtual WPUA meetings April 15-16.

Commissioner McCall will be attending an Energy Northwest Board meeting on Wednesday, April 21.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:10 a.m.