

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
September 14, 2021

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President Greg McCall presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:37 p.m. at the PUD Office at 1500 Scenic Way, Clarkston, Washington.
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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 August 24, 2021 Regular Meeting and payment of Payroll Vouchers #2074 – #2076 and Electronic Payroll Vouchers #6084EFT – #6100EFT in the amount of \$44,945.29 and Electronic Accounts Payable Vouchers #21090301, #21090701, #21090702, #21090801, #21090802, #21091401 and #21092701 and Accounts Payable Vouchers #42096 – #42151 in the amount of \$211,288.35. 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

There were no items presented under New Business.

MANAGER’S REPORT

Operations Activity – A cost estimate in the amount of \$80,000 was provided for repair of the Clarkston Heights Reservoirs drain line. The proposal is for lining 400 feet of steel line. Staff will further investigate other line repair options. The Well No. 7 emergency backup generator was successfully operated under load last week during a training event for operations staff.

Capital Improvement Projects – After receipt of a satisfactory sample on the new water main on Charene Drive, the operations crew tied the new main into the existing PVC water main and connected existing customers services lines. The crew stubbed out the main on Marina View Drive and installed a valve in preparation to extend a new main east connecting to the mainline from the highway. The line will replace 500 feet of 4-inch steel main. The crew began work on the replacement of customer service lines on Libby Street from 13th to 15th Streets.

Delinquent Accounts and Collections Update – The total dollar amount of accounts currently past due is \$105,000. Accounts that are over 120 days past due are at \$38,500. 209 door tags for billing cycles 4-6 were generated August 23rd and 90 payments were received. 103 door tags for cycles 1-3 were generated on September 8th and 28 payments have been received. A letter will be sent this week to delinquent customers stating that the disconnect moratorium will end September 30, 2021 and that normal collection activities will commence in October. Customers will be encouraged to make payment arrangements and contact the Community Action Partnership regarding the availability of funds to help with delinquencies. Staff will focus on active delinquent accounts that are over 61 days past due which amounts to \$34,750. Funding of the Low-Income Household Water Assistance Program (LIHWAP) has been pushed back to an anticipated funding availability date of October 1, 2021.

A Webinar on the LIHWAP is being conducted by the State Department of Health and will be attended by Director Sischo. Brian Sarensen, Department of Commerce, will share how Washington State is implementing this program, and what steps are required for water systems to participate in the program.

Administrative Activity – The US Army Corp of Engineers (USACE) easement process for the Bridge Street Lift Station and sewer transmission line is nearly ready to go through their internal review process before it goes out for signature. There were no local in-kind projects presented since the last contact with the USACE two months ago and the manager requested that they finalize the process, send the necessary documents and invoice the PUD for the 25-year lease. The 2020 Fiscal Year Audit has been completed and audit documents are being finalized. An Audit Exit Conference date will be set soon.

Financial Report – A 2021 Budget versus Actual comparison was presented. Revenue through August 31st was \$5.50 million and expenses combined with reserve funding was \$5.045 million. Net income through August is \$454,000. Revenue is higher due to an extended hot, dry season.

Development Activity – The water and sewer main lines for the 4th Avenue Legacy Estates Development are currently being installed. An Asotin County Justice Center preliminary site plan map was presented. The plan includes a future landfill site, a road to another future landfill site and a future public works administrative building. The PUD sewer flow model is currently being updated in order to assist the County in the required sewer system analysis to ensure adequate sewer capacity for the jail. This analysis will consider full build-out of Turning Pointe, the future landfill site and the future jail site. Water is available for extension on 6th Avenue and on Evans Road. Staff is waiting for more concrete plans before discussing water and sewer main extension requirements.

PUBLIC COMMENT

PUD customer, Jack Worle, spoke to the Board regarding the preliminary site plans for the proposed Justice Center. He stated that the County and PUD need to consider the whole site plan and potential development on Evans Road when considering the required water and sewer main line extensions to the Justice Center site. He stated that there is developable property across from the Turning Pointe Business Park that the County needs to sell for income generation. He stated that the PUD has the first and final say in where the water and sewer mains are located. Mr. Worle stated that local agencies need to get together and discuss plans for the future to ensure public funds are spent appropriately.

COMMISSIONER'S REPORT

Commissioner Ridge attended a virtual Public Power Council (PPC) meeting on September 2nd. She reported that PPC continues to push the Bonneville Power Administration to be more transparent and responsive to customer needs especially in the post 2028 contracts and products development. Representatives from Clark Public Utilities discussed issues related to the future operations of the River Road generating plant under the Washington Clean Energy Transformation Act (CETA). River Road is an efficient combined cycle natural gas turbine generator which is dedicated to serving Clark's retail load under BPA contracts. Under CETA, plant operations will be curtailed after 2030. Mary Kipp, President and CEO of Puget Sound Energy discussed her perspective on industry developments in the West that have implications for consumer owned and investor-owned electric utilities on both a near-term and long-term basis. She also addressed regional resource adequacy issues, market developments and shifting customer preferences for the types of products and services offered. Other items discussed included the PPC proposed 2022 budget, PPC initiatives, market developments, fish and wildlife issues and the Northwest Power and Conservation Council's 2021 Power Plan.

Commissioner McCall and Ridge will be attending virtual Washington PUD Association meetings September 15-17.

Commissioner McCall will be attending a virtual Washington PUD Association Water Workshop September 22-23.

Commissioner Nuxoll will be attending a virtual Public Utility Risk Management System Administrative meeting on September 22.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:45 p.m.