

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
November 9, 2021

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President Greg McCall presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 5:30 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 October 26, 2021 Regular Meeting and payment of Payroll Vouchers #2081 – #2083 and Electronic Payroll Vouchers #6151EFT – #6167EFT in the amount of \$42,173.84 and Electronic Accounts Payable Vouchers #21110501, #21110502, #21110801, #21111501 and #21112901 and Accounts Payable Vouchers #42262 – #42312 in the amount of \$192,016.76. 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 Bid – Well No. 1 Emergency Backup Generator

The manager stated that the 2022 Budget will include the purchase and installation of an emergency backup generator for Well No. 1. The generator is a capital improvement item identified in the 2018 Water System Plan update and will be an item noted as a deficiency in the final report of the American Water Infrastructure Act (AWIA) resiliency assessment and will be recommended for installation.

In preparation for this project, a bid was solicited for a 600-kilowatt, 480-volt generator, that will fully operate Well No. 1 and all ancillary components. A bid was received from Western States Equipment utilizing Sourcewell, a national firm that competitively bids vehicles and equipment and provides them for purchase by governmental and public entities through local or regional dealerships who have a contract with them. The PUD has utilized Sourcewell for the purchase of vehicles and equipment in the past. The bid amount for a Caterpillar Model D600C generator, with sales tax, is \$126,400. The unit includes an automatic transfer switch, sound attenuation and a 1,025-gallon double-walled fuel tank.

The manager stated that the reason for bringing the generator purchase to the Boards attention now is due to the fact that the manufacturer informed the PUD that the delivery date would be approximately 10 months from placement of the order. If approved and ordered now, delivery is estimated to be September of 2022. The timing of delivery and installation would be ideal because the high-water demand season will likely be trending down at this time. Work on the concrete pad, the installation of conduit and other appurtenances can be done prior to delivery.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to award the bid for the Well No.1 Emergency Backup Generator to Western States Equipment in the amount of \$126,400.00. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Operations Activity – The operations crew completed hydro flushing of sewer lines. Approximately 40,000 feet of sewer main or 1/3 of the system was hydro-flushed. Crews continue to perform system maintenance and inventory services for backflow preventors and will begin flushing of the water system.

Capital Improvement Projects – River's Bend Booster Pump project design is under review by PUD engineers. The final total of CIP projects was \$108,000 under budget. After paying for the Clarkston Heights Reservoir drain line repair, approximately \$28,000 will remain in CIP reserves.

Delinquent Accounts and Collections Update – Accounts over 60 days past due is at \$48,000, a reduction of \$10,750 from the last report. 231 door tags, for billing cycles 4-6, were generated Monday, October 25 and distributed October 26. Eight customers from that cycle remain off due to non-payment. 79 door tags for cycles 1-3 were generated yesterday and distributed today. The Community Action Partnership (CAP) has finalized their contract with the state for funding from the state Low-Income Household Water Assistance Program. They will be receiving \$32,000 in funding. There are currently 23 PUD customers, representing \$6,400, waiting for final approval from CAP for funding.

Administrative Activity – The Fire Marshall reviewed and approved the site location for the PUD above ground fuel tank. A permit for siting the tank has been applied for. Final approval of the fuel tank design has been provided and manufacture of the tank is underway. Due to the size of the tanks, the PUD was notified that a Spill Prevention, Control, and Countermeasure Plan will need to be developed. The Environmental Protection Agency requires bulk storage tanks over 1,320 gallons capacity to develop a plan. The 2022 Proposed Budget is near completion and a draft of the budget will be presented at the next meeting for review and discussion.

Development Activity – The engineering review and analysis of sewer connection and sewer system capacity accounting for the proposed County jail is nearly complete. The initial run of the model showed flows beyond our design criteria for capacity. The addition of the jail also restricts any future connections for County development. PUD engineer, Murraysmith, is finalizing the analysis and developing a technical memorandum of the model assumptions and flow data results. The memorandum should be available in two weeks.

COMMISSIONER'S REPORT

Commissioner Ridge attend the virtual Public Power Council (PPC) Annual meeting on Thursday, November 4. She reported that much time was spent reviewing work completed and issues faced during that last year. The Bonneville Power Administration (BPA) CEO provided an overview of work completed and reiterated BPA's desire to collaborate with PPC and work together on energy issues to keep costs down. PPC's lobbyist encourage continued engagement in federal issues in Washington D.C. He reported on the need to keep BPA transparent and to ensure the blockage of BPA increasing their borrowing authority which would translate into higher costs for the Northwest. A guest speaker spoke regarding the history of electrical supply and demand. He stated that demand and growth was a steady 2.7% during the years of 1990 to 2000 but from 2001 through 2019 growth was lower at .7%.

Commissioner McCall attended a virtual Energy Northwest Board meeting on Thursday, October 28. He reported that BPA provided the same update received at the PPC meeting. The new CEO presented information regarding successful security protection tests and force-on-force training. WSU and the Tri-Cities announced a partnership towards work on siting a small-scale nuclear reactor.

Commissioner Nuxoll attended virtual Public Utility Risk Management System (PURMS) Semi-Annual meeting Wednesday and Thursday, November 3-4. He reported that the cost of property and liability insurance is increasing 50% but insurance coverage is decreasing. The largest cost driver is wildfires. PURMS, with their broker, are looking for additional ways to secure liability coverage related to wildfire. Excess insurance is necessary to cover PUDs in the event of a fire. He reported that Cyber Security insurance cost are also increasing significantly with lower coverage. PURMS costs are increasing from \$140,000 to \$500,00 annually due to the significant increase in cyber security and ransomware attacks. It was reported the United States and Washington State saw a 400% increase cyber security and ransomware attacks which are occurring every 8 seconds. Asotin PUD and other PUDs in pool will see coverage decrease from \$3 million to \$1 million. Health insurance is doing well since switching networks. Commissioner Nuxoll is the new chair of the PURMS Executive Committee.

Commissioner McCall and Ridge will be attending virtual Washington PUD Association meetings November 17-19.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:55 p.m.