

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
February 22, 2022

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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: Don Nuxoll and Judy Ridge. Greg McCall by phone.  
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 February 8, 2022 Regular Meeting and payment of Electronic Payroll Vouchers #6270EFT – #6286EFT in the amount of \$40,297.39 and Electronic Accounts Payable Vouchers #22021801, #22021802 and #22022503 and Accounts Payable Vouchers #42572 – #42596 in the amount of \$51,581.49. 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 – Libby Street Water Main Replacement Project

The manager stated that on Tuesday, February 15, bids were opened for the Libby Street Water Main Replacement Project. Two of the three contractors, who attended the mandatory Pre-Bid Meeting, submitted bids for the project. The project provides for the installation of 3,250 feet of 8-inch PVC pipe on Libby Street from 6th to 13th Streets, updating and connecting intersection valves and mainline and abandoning the steel main. Water service lines have been upgraded and will only need to be tied over to the new main. The project bid results, with sales tax, are as follows: Crea Construction, Lewiston – \$703,777.16 and M.L. Albright & Sons, Lewiston – \$841,065.27.

The manager stated that Crea Construction was the apparent low bidder at bid opening. After the opening, bid tabulations were checked and calculations were correct. References provided for work performed in the past five years was checked and the work was acceptable. Based on this information and the fact that all of their documentation is in order, Crea Construction has been determined to be the lowest responsible bidder. A Notice of Intent to Award the project to Crea Construction was sent to both bidders. The highest bidder, M.L. Albright & Sons, had two days to protest this Notice.

The manager stated that bids for the project were higher than the estimate of \$625,000 or 192.30 per foot. The lowest bid is \$216.50 per foot or approximately \$24.00/foot higher. He stated that the bid price is a representation of the current market due to significant inflation in both material and labor costs. Although the bid is higher than the estimate, the cost fits within the 2022 Capital Improvement Project budget and he recommended awarding the project bid to Crea Construction.

**MOTION** by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to award the bid for the Libby Street Water Main Replacement Project to Crea Construction in the amount of \$703,777.16. The question was called for on the motion. The motion passed 3-0.

Resolution 22-499 – Acceptance of the Legacy Estates Subdivision Water and Sewer Lines

The manager presented Resolution 22-499 and a Bill of Sale and Letter of Transmittal providing for the acceptance of ownership of the water and sewer lines and all appurtenances constructed for the Legacy Estates Subdivision located on 4th Avenue. The Resolution and Bill of Sale and Letter of Transmittal provides for the official transfer of the newly constructed water and sewer lines and appurtenances to PUD ownership. He stated that upon approval of the Resolution, a one-year warranty on workmanship will become effective. If any deficiencies are found during this period, the developer will be responsible for correction of those deficiencies. The builder purchased six water and sewer services last week.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to adopt Resolution 22-499 accepting ownership of the water and sewer lines and all appurtenances constructed for the Legacy Estates Subdivision. The question was called for on the motion. The motion passed 3-0.

MANAGER’S REPORT

Delinquent Accounts and Collections Update – One customer, who represents approximately \$21,000 or 63% of the total delinquent account balances, made arrangements for a payment plan last week. Payment arrangements are for past due amounts while keeping the current balances paid in full. Payment was due today but the customer had not paid by closing. Properties will be shut-off tomorrow if payment is not received. An additional \$3,037 was received today from the Community Action Partnership for Low Income Household Water Assistance Program for past due customers.

Development Activity – The Asotin County Justice Center Developer Extension Intergovernmental Agreement is still under review by the County. The utility easement for the 10-inch water line from Evans Road to the Center was approved by the County today and received by the PUD. Staff met several times with the engineer of the Bennett Hill Subdivision the last two weeks discussing the water and sewer line extensions into the development and water line looping plans up to Allen Drive. A Developer Extension Agreement has been delivered to the developer but is pending a meeting with the developer and engineer on Thursday, February 24 where development plans will be finalized. Comments submitted by staff regarding the water and sewer main extension plans for Phase 2 of the Appleside Townhomes Subdivision were responded to with all PUD requirements met. Final approval of the plan by the County is pending. A draft of the Developer Extension Agreement was provided today.

2022 Capital Improvement Projects – In mid-March, the operations crew will begin installation of 2,000 feet of 8-inch PVC water main on Frost Lane from Lambert Drive to 18th Avenue Court replacing steel main line. Since 2012, the total amount steel water main has been reduced from 21.46 to 11.93 miles or a reduction of 50,318 feet.

Operations Activity – Annual water and sewer system maintenance continues along with the rebuild of customer service lines and installation of new services. Two operations crew members will be testing for their CDL license on Thursday, February 24 in Walla Walla.

Administrative Activity – Asotin County continues to work on updating the Asotin County Franchise Agreement. The manager and Commissioners reviewed the draft March 2022 Customer Newsletter. 2022 marks the 35<sup>th</sup> year that the PUD has operated the water system having taken over operation on April 1, 1987 after formation in November 1984. Changes to the newsletter to emphasized that the PUD is debt free were requested.

### COMMISSIONER'S REPORT

Commissioners McCall and Ridge virtually attended Washington PUD Association (WPUDA) meetings February 16-18. Commissioner Ridge reported on the Educational Roundtable where the presenter discussed the risks to commissioners regarding utility oversight, commissioner roles, governance policies, executive sessions and how commissioners should be always concerned about following state laws and guidelines and about appearance when they conduct PUD business. At the Energy Committee meeting, Commissioner Ridge reported that the Northwest Power Planning Council completed and presented their 5-year power and conservation plan. WPUDA has expressed concerns about their proposed reliability model and their position regarding the four Lower Snake River Dams. It was reported that the bill regarding funding for utility arrearages is moving forward. The Public Works Board funding bill is moving forward and the proposed culvert replacement project bill is at a stale-mate over funding. It was reported that the session will end on time, March 10, 2022, with no special session necessary at this time.

Commissioner McCall stated that at the WPUDA Board meeting, it was reported that a completed audit of WPUDA will be presented in March. Meetings in March will be virtual but will return to in-person in April. At the business meeting in April, committee chairs will be presented and approved. Funding of arrearages and the Public Works Board was also discussed along with the issues related to funding culvert replacement projects throughout the state. There is a push for utility projects to provide a net ecological gain or ecological improvements after completion. The state budget was discussed with extra revenue being spent on additional studies for issues that the legislature deems appropriate.

Commissioner Ridge will be attending a virtual Public Power Council meeting on Thursday, March 3.

### ADJOURNMENT

There being no further business the meeting was adjourned at 6:15 p.m.