PUBLIC UTILITY DISTRICT NO. 1 OF ASOTIN COUNTY, WASHINGTON MEETING MINUTES June 14, 2022

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.

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 May 24, 2022 Regular Meeting and payment of Payroll Vouchers #2104 – #2106 and Electronic Payroll Vouchers #6388EFT – #6403EFT in the amount of \$46,952.06 and Electronic Accounts Payable Vouchers #22060301, #22060601, #22060602, #22060701, #22060702, #22061401 and #22062701 and Accounts Payable Vouchers #42860 – #42925 in the amount of \$320,757.77. 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 for Office Building Repair

The manager presented bids for repair of the PUD office building that was damaged in the early morning of May 15th by a driver who fled the scene on foot. He stated that structural and cosmetic damage occurred in two locations on the north side of the office and the day following the collision, he contacted four contractors seeking bids to repair the damage. Two contractors responded to the manager's request, Disaster Response and Gary Kazda Construction. The total of their bids, including sales tax, is as follows: Gary Kazda Construction – \$48,993.76 and Disaster Response – \$61,661.46.

PURMS has received the bids and provided authorization to proceed with Gary Kazda Construction pending Board approval. In addition to the building repair cost, the PUD vehicle that was hit by the barrier road marker will cost \$2,475.93 to repair and the parking lot asphalt will cost \$500 to repair. The total cost of all repairs is \$51,969.69. Our total deductible is \$250 with PURMS paying the remaining balance. The driver of the vehicle was uninsured and the manager contacted the Prosecuting Attorney's Office requesting restitution as part of his sentencing on the multiple charges related to the collision.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to award the bid for repair of the PUD office building to Gary Kazda Construction in the amount of \$48,993.76. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

<u>Development Activity</u> – The Developer Extension Agreement for the Bennett Hill Subdivision and has been executed. Asotin County will complete and execute their documents on or before Tuesday, June 21. The Pressure Reduction Valve package has been ordered and work on the development should begin by the end of July. Utility installation for Phase 2 of Appleside Townhomes is complete including paving. Final checklist items have been submitted to the developer for completion.

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Operations Activity – Contractor Trent Fortney is prepping a lot for a home at 2621 Ben Johnson Road and requested the relocation of the 12-inch water main that extends through the property from 3rd Avenue to Ben Johnson Road. Staff met with the contractor's engineer to review the main relocation site plan and provided preliminary approval of the draft design. A final design will be provided for review and approval. Two contractors have expressed interest in completing the reroute of the water main.

<u>Administrative Activity</u> – Interviews for the GIS Coordinator position were conducted and the job was offered to Brad Moore who will begin work August 1st. The 2021 Fiscal Year Audit is ongoing.

<u>Capital Improvement Projects</u> – The Libby Street main replacement project was completed on Wednesday, May 25. The project was completed on time and under budget. The final cost is \$688,651. The original bid was \$703,777; a savings of \$14,526. The crew completed installation of nearly 2,000 feet of water main on the Walk Lane water main replacement project from Hillyard Drive to Walk Court including Neal Drive. Upon completion, the water main was chlorinated, flushed and the water quality sample was satisfactory. Customer service lines are currently being tied over to the new main.

COMMISSIONER'S REPORT

Commissioner Nuxoll attended Public Utility Risk Management System meetings on Thursday, May 26 and Wednesday and Thursday, June 1-2. He reported that the cost of fires and cybersecurity insurance were the primary topics of discussion. Fires represent 1/3 of the cost of the annual liability premium. Asotin PUD's cost for insurance may be reduced due our limited distribution facilities for one customer. Coverage for cybersecurity insurance has been reduced significantly although PUDs are meeting all the requirements. Costs for property and liability insurance will increase 7 to 10%. Changes in the by-laws, allowing the administrator more flexibility to assess defense claims, was adopted.

Commissioner Ridge virtually attended a Public Power Council (PPC) meeting, Thursday, June 2. She reported that PPC is encouraging members to contact congressional delegates asking them to support Canada in the process of renegotiating the Columbia River Treaty. The California Independent System Operator Day Ahead Market and the Western Resource Adequacy Program were discussed. PPC does not fully support the Northwest Power and Conservation Council's 2021 Power Plan.

Commissioner McCall will virtually attend a Washington PUD Association Water Committee meeting on Thursday, June 23.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:30 p.m.