

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
July 11, 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: Greg McCall and Don Nuxoll. Judy Ridge by phone.
Staff: Tim Simpson.

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 June 28, 2022 Regular Meeting and payment of Payroll Vouchers #2107 – #2109 and Electronic Payroll Vouchers #6420EFT – #6435EFT in the amount of \$44,233.90 and Electronic Accounts Payable Vouchers #22070501, #22070601, #22070701, #22070801, #22071301, #22072201, #22072202 and #22072501 and Accounts Payable Vouchers #42958 – #43003 in the amount of \$216,959.33. 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

Quarterly Financial Report – The manager presented a quarterly financial report and budget review. Due to cooler weather and rainfall at 121% of a 25-year average, water production and use is at 78% of average. The lack of water sales has created a deficit in revenue through the end of June and will likely double by the end of July. Revenue through June generally averages 40% of the total budget. It is currently at 36% and the lack of water production in June will increase the deficit. Installation charges are at 81% of the total budget. To absorb the revenue shortfall, funds designated for the Automated Meter Reading MXU upgrade project will not be set aside this year. The project is at a standstill due to supply chain issues and there are adequate funds available to move forward when the components become available. Capital Improvement Fund reserve set asides will also be adjusted if necessary. On the expense side, Water Utility Reserve Funds, set aside last year during an abundant water sales year, will be used to offset additional stock material purchased due to lagging supply chain issues and the need to have available materials on hand for main line and customer service line repair and maintenance.

Development Activity – Completion of final checklist items, submitted to the developer of Phase 2 of Appleside Townhomes, are still pending receipt of meter lids. Installation of the water and sewer main line extensions on the Bennett Hill Subdivision are scheduled to begin at the end of July or early August.

Operations Activity – Contractor bids continue to be sought by the engineer and developer for relocation of the 12-inch water main at 2621 Ben Johnson Road to 3rd Avenue. The operations crew have been installing several new services and catching up on maintenance and will be conducting flushing soon. The crew replaced six customer water service lines on 10th Street prior to a city asphalt overlay.

Administrative Activity – The 2021 Fiscal Year Audit is complete and an Audit Exit Conference is planned for the week of July 18-22. The Accident Prevention Program was updated by adding a state required Wildfire Smoke policy with procedures in the event of a high air quality index. The manager presented the new policy to the Board for review. Staff will receive training on the policy next week.

Capital Improvement Projects – Staff are currently compiling and reviewing 2022 Capital Improvement Project (CIP) costs. Preliminary numbers have revealed that CIP will be higher than budgeted reserves due to the Libby Street project bids coming in higher than anticipated due to the inflation of material and labor costs. High material costs have also increased crew completed projects.

COMMISSIONER’S REPORT

Commissioner McCall will be attending Washington PUD Association meetings in Wenatchee, Washington, July 13-15.

Commissioner McCall will be virtually attending an Energy Northwest meeting on July 21st.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:00 p.m.