

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
October 25, 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, 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 11, 2022 Regular Meeting and Electronic Payroll Vouchers 6536EFT – 6552EFT in the amount of \$38,672.17 and Electronic Accounts Payable Vouchers 22100702, 22100703, 22102001, 22102002 and 22102003 and Accounts Payable Vouchers 43254 – 43279 in the amount of \$92,800.55. 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

Development Activity – Installation of the water service lines for each lot of the Bennett Hill Subdivision were completed and the line was charged. After passing pressure testing, the main line was chlorinated and a satisfactory sample was obtained. The water main was tied into the PUD system. Dry utilities are currently being installed prior to paving. Work on installation of the water main, up to Allen Drive will begin after installation of dry utilities. This will include installation of the pressure reduction valve (PRV) vault. The PRV will be delivered to the site on Thursday, October 27. The operations crew rebuilt the 1 ½ inch water service line that will serve the Swanson’s Recreational Vehicle Park.

Operations Activity – The operations crew continues to work on installation of MXU compatible meter lids and the 300 MXUs received on the Automated Meter Reading System Project. An operations crew member and the new GIS Technician are surveying the City of Asotin’s sewer system. The survey will be mapped on our system and is good training for the Technician.

Administrative Activity – The individual who crashed into the PUD office building failed to appear in court on October 5th. The Judge did not issue a warrant, instead the case was continued to October 12th and then bumped again to October 19th where the defendant appeared via phone. The case was continued to November 30, 2022 at 10:00 am. The Prosecuting Attorney’s Office stated that it is looking like this case will be resolved at that time. They have the restitution amount listed as a factor for resolving the case. There are 8 customers left on the arrearage list with an outstanding balance of \$6,913.11. Staff and the manager met with a customer, located on Bursell Drive, who was inquiring about the process of forming a Local Utility District (LUD) for the purpose of extending gravity sewer to the area. The manager briefed the Board regarding the process of forming of an LUD and discussed the area the LUD could serve. Treasurer Bob Sischo provided an overview of fund investments.

Capital Improvement Activity – The Rivers Bend Booster Pump Station design will be 100% complete this week. Upon receipt of the final design, bids for a packaged Booster Pump Station vault will be requested from qualified vendors on the Vendor Roster. The lead time for the BPS vault is 4 to 6 months. Last week, the operations crew started and completed installation of approximately 465 feet of 6-inch PVC water main from Marina View Drive east down to the state highway. The line replaced a 4-inch steel main. The line was charged, pressure tested and sampled. A satisfactory sample was obtained and 3 customer service lines will be rebuilt and connected to the main line this week. The crew installed an access road at Well No. 1 in order to install and maintain the new backup generator. The conduit was placed and the pouring of the 10' x 30' concrete pad for the generator will be completed Friday, October 28. We were informed that the generator ship date was bumped from December 1, 2022 to June 24, 2023. Western States Equipment is looking into the matter and will try to rectify the issue. Boring of the 450 feet of 4-inch pressurized sewer line connecting the house located at 2554 18th Street to the PUD sewer main on 18th Street began yesterday.

#### COMMISSIONER'S REPORT

Commissioner McCall virtually attended a Washington PUD Association (WPUDA) Budget Committee meeting on Thursday, October 13. He reported that the Committee reviewed the 2023 Budget analyzing membership dues, staff cost-of-living raises, operations, building maintenance and fund investments. The proposed 2023 Budget will be presented for adoption at the next WPUDA Board Meeting.

Commissioner McCall will attend the Energy Northwest Board of Director Meeting and the Public Power Forum October 26-27 in Richland, Washington.

Commissioner Nuxoll will attend the Public Utility Risk Management System (PURMS) Annual Board of Directors meeting November 1-4 in Burien, Washington.

#### ADJOURNMENT

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