## PUBLIC UTILITY DISTRICT NO. 1 OF ASOTIN COUNTY, WASHINGTON MEETING MINUTES January 24, 2023

President Don Nuxoll 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.

<u>ROLL CALL</u>: PRESENT Commissioners: Don Nuxoll, Judy Ridge and Greg McCall.

Staff: Tim Simpson and Bob Sischo.

#### MINUTES OF MEETING AND VOUCHER APPROVAL

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve the consent agenda approving the minutes of the January 10, 2023 Regular Meeting and Electronic Payroll Vouchers 6635EFT – 6650EFT in the amount of \$40,625.09 and Electronic Accounts Payable Vouchers 23010902, 23010903, 23012003, 23012004 and 23012701 and Accounts Payable Vouchers 43498 – 43531 in the amount of \$268,987.96. The question was called for on the motion. The motion passed 3-0.

#### OLD BUSINESS

#### Clarkston City Sewer System Contract Operation Transition Activity

The manager reported that a meeting to assess the Wastewater Treatment Plant (WWTP) computers, computer programs, computer network and network security was held on Wednesday, January 11. Four computers were ordered for the WWTP and will be deployed in April. Network security will be improved and fiber is located throughout the WWTP and will be extended to the plant improving connectivity and providing redundancy. A meeting to review the WWTP and sewer collection system capital improvement plans, and several other items, was held on Friday, January 13 at City Hall with the Mayor, Public Works Director, City Clerk and other staff. Subjects that were covered were; review of the priority sewer main replacement projects, discussion of the process for construction projects in 2023, review of the SCADA Technical Memorandum and the need for a SCADA system upgrade, discussion of the effluent outfall line condition and options, discussion of the biosolids contract with Latah Sanitation/Clearwater Composting, review of the WWTP property boundaries and Port of Clarkston MOU and discussion of the State Department of Ecology (Ecology) Permits and notifications.

The manager reported that a joint meeting was held with Ecology to discuss the transition to PUD management. Ecology stated that the PUD and City will need to complete and submit a new permit application as co-permittees. Ecology stated that it would be a 6-month process. Ecology also stated that the city will need to update their Ecology Operations and Maintenance Manual to include the PUD management. Ecology discussed the WWTP effluent outfall line. They will work with the City and PUD to find the most cost-effective resolution whether it is dredging the silt around the discharge portion of the pipe or line replacement. The city stated that they believe dredging is the most cost-effective and that a rock, found during inspection, can be jetted out. If Ecology requires replacement of the effluent outfall line, then subsurface versus surface discharge discussion will occur.

The manager reported that several PUD operation crew members joined the City of Clarkston WWTP staff on January 17-19 for training on the City's new sewer point repair system. A successful repair was made on a sewer main by PUD crews. Administrative staff met yesterday to discuss and plan for the addition of WWTP employees and City sewer customers. A review as to whether customer accounts can be updated in mass or updated individually is underway and the billing register has been requested from the city. Input of billing will then be completed and the final step will be testing for accuracy.

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## **EXECUTIVE SESSION**

Commissioner Nuxoll adjourned the regular meeting into Executive Session at 5:55 p.m. to evaluate the performance of the General Manager per RCW 42.30.110(1)(g). Commissioner Nuxoll stated that the Board would be in Executive Session for 15 minutes. Commissioner Nuxoll called the regular meeting back to order at 6:10 p.m. He stated that no decisions were made.

#### NEW BUSINESS

# Resolution 23-506 – Setting the General Manager's Salary

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to adopt Resolution 23-506 setting the General Manager's salary effective January 1, 2023. The question was called for on the motion. The motion passed 3-0.

### Resolution 23-507 - Acceptance of Bennett Hill Subdivision Water and Sewer Lines

The manager presented Resolution 23-507 and a Bill of Sale and Letter of Transmittal with Dimke Properties, LLC, providing for the acceptance of the water and sewer lines and all appurtenances constructed for the planned development known as the Bennett Hill Subdivision located on Dustin Loop. The Resolution and Bill of Sale and Letter of Transmittal provides for the official transfer of the newly constructed sewer line and appurtenances to PUD ownership. Upon approval of the Resolution, a one-year warranty on workmanship will be effective January 25, 2023. If any deficiencies are found during this period, the developer will be responsible for correction of those deficiencies.

The Developer Agreement, entered into on June 9, 2022, required improvements in the form of extending and looping the water line from the subdivision to Allen Drive. This is the PUDs obligation and following acceptance of the improvements, Dimke Properties, LLC will be a paid a portion of the costs of the improvements per the Agreement.

**MOTION** by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to adopt Resolution 23-507 accepting the water and sewer lines and all appurtenances constructed for the Bennett Hill Subdivision. The question was called for on the motion. The motion passed 3-0.

### MANAGER'S REPORT

<u>Operations Activity</u> – The operations crew successfully tested the repairs made to the pump line at Well No. 6 and the well is operational.

<u>Capital Improvement Activity</u> – The Well No. 1 generator is scheduled for delivery February 2, 2023. The submittals for the Rivers Bend packaged Booster Pump Station were accepted. The depth of the vault was deeper than originally specified due to availability but operations stated it will be acceptable.

### COMMISSIONER'S REPORT

Commissioner McCall virtually attended Washington PUD Association meetings Wednesday through Friday, January 11-13. He reported that the Water Committee discussed the Foster Task Force, cost-ofservice analyses and funding from Ecology for critical projects. The allowance of the diversion Public Works Trust Fund monies will sunset this year and WPUDA and other agencies will be working diligently to ensure that it does. He reported that at the Board meeting, the Executive Director discussed the need to update WPUDA by-laws and reported a successful legislative reception. Current legislation was discussed along with the preservation of the Lower Snake River Dams and their energy output. Meeting Minutes January 24, 2023 Page 3

### COMMISSIONER'S REPORT

Commissioner Ridge virtually attended Public Power Council (PPC) meeting, Thursday, January 12. She reported that the Executive Director encouraged members to engage with PPC by participating on committees. Topics of the meeting included concerns regarding the projects on the Willamette Valley System that are costly with minimal power generation, the Post-2028 Bonneville Power Administration rate case, the Western Adequacy Program and California Independent System Operators market initiatives. She reported that the PPC Executive Director recently emailed members regarding the PPC Executive Committee meeting and how they are working to ensure success during BPA Post-2028 critical phase. He also discussed the Executive Sponsor Group, a Post-2028 subgroup of the Executive Committee, which is a deliberative body, but will ultimately bring any recommendations back to the Executive Committee and broader public power community to ensure that consensus among public power community will be sought wherever possible and differences clearly identified where they exist.

Commissioner McCall will be virtually attending an Energy Northwest Board of Directors meeting on Wednesday, January 25.

Commissioner Ridge will be attending a PPC meeting on Thursday, February 2 in Portland, Oregon.

### PUBLIC COMMENT

A member of the public asked a question regarding the assumption of City of Clarkston sewer system past due accounts when the PUD begins contract operation of the City's sewer system. Commissioner Nuxoll stated that the city will retain delinquent balances obtained prior to PUD contract operation.

### **ADJOURNMENT**

There being no further business the meeting was adjourned at 6:40 p.m.