

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
February 14, 2023

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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.
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ROLL CALL: PRESENT Commissioners: Don Nuxoll, Judy Ridge and Greg McCall.
Staff: Tim Simpson and Bob Sischo.

MINUTES OF MEETING AND VOUCHER APPROVAL

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve the consent agenda approving the minutes of the January 24, 2023 Regular Meeting and Payroll Vouchers 2130 – 2132 and Electronic Payroll Vouchers 6651EFT – 6667EFT in the amount of \$52,581.02 and Electronic Accounts Payable Vouchers 23020301, 23020302, 23020303, 23020701, 23020702, 23021401, 23022701 and 23022702 and Accounts Payable Vouchers 43532 – 43600 in the amount of \$535,144.32. 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 there has been a lot of activity the past three weeks working towards the assumption of operation of the City Sewer System. Staff met with the WWTP Supervisor and staff to review priority issues and projects for the plant. The STEP Screen, located at the headworks and screens out non-sewage items, experienced a bearing failure. The estimated repair cost for both units is \$51,000 and repairs have been scheduled for the week of May 15th. The WWTP is experiencing power voltage issues and has been monitored by Schweitzer Engineering Laboratories devices. It was originally thought it was external, coming from power lines into the plant, but the problem was identified within the plant. The PUD electrician will look into the issue after operation assumption. A review of the WWTP SCADA System was conducted on Thursday, February 9 by the PUD SCADA vendor, Advanced Control Systems (ACS). There are multiple programmable logic controller (PLC) units throughout the plant. The first priority issue is backing up the PLC's followed by determining what they control. Once determined an upgrade cost can be provided. ASC will be on site February 21-24 to back up the PLC's and evaluate the system. The cost of the site visit is \$7,700.

The manager and staff will be meeting with Consor Engineers next week to discuss a walk-through and operational evaluation of the WWTP. After discussion, a detailed Scope of Work for the evaluation will be provided. The power issue at the WWTP will be part of the evaluation which will include engaging a Consor electrical engineer. The manager and staff met with a Consor engineer on Thursday, January 26 to discuss the development of bid documents for pipe bursting for the Sewer Collection System Main Replacement Project utilizing the City's \$1.5 million in American Relief Plan Act (ARPA) funding. A task order for the design of the project along with bid documents will be prepared and provided by the end of February. The projects completed will be those prioritized by the city in their Council approved Collection System Planning document. The cost of project engineering is estimated at 10% or \$150,000. The manager stated that a majority of engineering costs will come from ARPA funds but some funds may come from the 2023 budget because this work will lay the foundation for future pipe bursting projects. Through video review, WWTP employees have developed a comprehensive list of point-repair projects. The city has submitted a new permit application with the Department of Ecology with the PUD as a co-permittee and the City has added the PUD to the SecureAccess Washington website for Ecology.

The manager met with Ecology last week and they are requiring an update of the WWTP Operations and Maintenance Manual to include PUD management. Ecology recommended utilizing a consultant to complete the update because it will go through a formal review and approval process. The last Manual update was in 2015. After speaking with the City Public Works Director, a meeting has been setup to with an Keller Associates Engineering to discuss a scope of work for an update. Ecology also reported that they have been reviewing the City Sewer System Contract Operation Agreement and an addendum to the Agreement may be necessary. Ecology stated that Chapter 3, Section 9 of the Ecology Water Quality Program Permit Writer's Manual identifies requirements for Owner/Operator Agreements and they want more detail in the Agreement about the delineation of responsibilities among other clarifications. Ecology stated that comments on the Agreement will be provided this week.

The PUD regular monthly safety committee meeting was held at the WWTP on Tuesday, February 7, followed by a safety walk through. A WWTP employee will be appointed to the committee. There are many safety issues including signage that will be addressed. WWTP staff will join the PUD staff for annual training on Thursday, February 16. A meeting with WWTP employees is scheduled for tomorrow in order to complete employment documents. Staff met with the Port of Clarkston to discuss extension of fiber to the WWTP to improve reliability communication and provide redundancy. Sewer rate codes have been set up and customer address review is underway and staff is working with our billing software vendor on how to apply charges in an efficient manner. The manager reported that the City added a statement to their February billing stating that they have contracted with the PUD to manage their sewer system beginning April 1, 2023. The PUD will be following up with a letter to City customers regarding sewer system contract operations and the billing transition. The Board reviewed and approved the letter to City sewer customers. The manager stated that the March 2023 Newsletter will also highlight City sewer system contract operation. The Board reviewed and approved the PUD March 2023 Newsletter.

NEW BUSINESS

Resolution 23-508 – Personnel Policy Amendment

The manager presented Resolution 23-508 which provides for amendment of the Personnel Policy. Additions and modifications of language in several chapters and sections of the Personnel Policy were presented for amendment. The manager discussed the detail and purpose of each amendment.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to adopt Resolution 23-508 amending the Personnel Policy. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Administrative Activity – A Pre-Water System Plan Update meeting with the Department of Health (DOH) was conducted on February 8th. The draft update is due for review to DOH by February 8, 2024.

Capital Improvement Activity – The Well No. 1 emergency generator was delivered on February 2nd. Wiring and connection of the Generator will occur later this month with startup provided by Western States Equipment. The Rivers Bend Packaged Booster Pump Station is currently being assembled.

Development Activity – The purchase of the Quail Ridge Golf Course was completed last week by the developers of the proposed 55-lot Clarksvie Estates above the Park View subdivision. The proposed subdivision will be identified in our water system plan update, specifically the reservoir and booster pump station. Other proposed developments were reviewed.

COMMISSIONER'S REPORT

Commissioner McCall virtually attended an Energy Northwest (EN) Board of Directors meeting on Wednesday, January 25. He reported that elections were made to the Executive Board. The Columbia Generating Station nuclear power plant had record output in 2022 producing 9.8 million megawatt hours of electricity and ended up with a capacity factor of 99.4%, the most production of any calendar or fiscal year in the plant's 38-year history. The output is timely due to the fact that a public opinion poll found that 73% were favorable toward nuclear power. The CEO discussed the difficulty in recruiting and keeping qualified candidates due to compensation and the housing market in the Tri-Cities. He reported the governor is seeking new ways to solidify the state power grid. Small Scale nuclear power planning is progressing and EN installed their 12th electric vehicle charging station in Walla Walla.

Commissioner Ridge attended a Public Power Council meeting on Thursday, February 2 in Portland, Oregon. She reported that the primary focus of the meeting was regarding the Post-2028 Bonneville Power Administration (BPA) rates. An Executive Sponsor Group, a Post-2028 subgroup of the Executive Committee, was able to find consensus among public power community and delivered PPC directives to BPA Administrator, John Hairston in person at the PPC meeting following up with a formal comment letter to the Administrator on Thursday, February 9 regarding the development of post-2028 rates, contracts and product options for BPA's Provider of Choice process.

Commissioner McCall will virtually attend Washington PUD Association meetings February 15-17.

Commissioner Ridge will virtually attend the Washington PUD Association Energy Committee meeting on Wednesday, February 15.

ADJOURNMENT

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