# PUBLIC UTILITY DISTRICT NO. 1 OF ASOTIN COUNTY, WASHINGTON MEETING MINUTES February 28, 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.

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 February 14, 2023 Regular Meeting and Electronic Payroll Vouchers 6668EFT – 6685EFT in the amount of \$45,247.51 and Electronic Accounts Payable Vouchers 23021701, 23022101 and 23022703 and Accounts Payable Vouchers 43601 – 43634 in the amount of \$59,311.20. 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 Advanced Control Systems (ACS) was onsite at the Wastewater Treatment Plant (WWTP) for 3 days beginning Tuesday, February 21, to back up the SCADA system PLC's and evaluate the system. While here, three (3) urgent issues were resolved and another one, requiring immediate repair was identified. From the visit, ACS will be able to develop a scope of work for upgrading the SCADA system. A plan for the extension of fiber to the to improve reliability and communication to the WWTP has been presented to the Port of Clarkston for review. They will review and design for deployment in late spring. The manager and staff met with Consor Engineers last week to discuss a walk-through and operational evaluation of the WWTP. A detailed scope of work and task order for the evaluation will be provided soon with plans for a site visit in April. A scope of work and task order, from Consor engineers for 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 funding should be available next week. An Ecology required update of the WWTP Operations and Maintenance Manual to include PUD management was submitted last week and the update was approved. Ecology has recommended a comprehensive manual update prior to of ownership transfer. A meeting with Keller engineers was held yesterday to discuss a scope of work for the update.

WWTP staff joined PUD staff for annual training on Thursday, February 16 and a meeting with WWTP employees was conducted in order to complete employment documents. Final training with WWTP staff was conducted today. A settlement agreement with the union for the payout and transfer of leave accruals was adopted by the City Council last night. The agreement includes transfer of vacation, sick leave, and personal holidays to the PUD. The value of the personal time transferred will be provided to the PUD. Sewer rate codes have been set up and testing of sewer billing is underway. Confidence with residential, multi-family and commercial accounts is high. The city has in excess of 500 accounts that they manually adjust or have a non-standard rate that staff is working through. The PUD letter to City customers regarding sewer system contract operations and the billing transition was mailed on Thursday, February 23 and the webpage with the information was made active. The next letter will be mailed near the end of March. The city will note the website link in their March billing statements. The March 2023 Newsletter, which highlights City Sewer System contract operation, was mailed with City customer billing statements today. The manager and the Board discussed City Sewer System staffing.

Meeting Minutes February 28, 2023 Page 2

### **NEW BUSINESS**

# Asotin County Broadband Action Billing Insert Request

The manager presented a request from the Asotin County Broadband Action Team for insertion of internet broadband access and speed survey flyer asking Asotin County residents to test the speed of their internet service. The information provided will assist with grant funding for broadband expansion.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve insertion of an Asotin County Broadband Action Team internet broadband access and speed survey with PUD billing statements. The question was called for on the motion. The motion passed 3-0.

## Change the Tuesday, March 14, 2023 Meeting Date

The manager stated that Commissioner McCall has requested changing the Tuesday, March 14, 2023 regular meeting date and time to Monday, March 13, 2023 at 9:00 am due to travel plans.

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve changing the Tuesday, March 14, 2023 meeting date and time to Monday, March 13, 2023 at 9:00 am. The question was called for on the motion. The motion passed 3-0.

## MANAGER'S REPORT

<u>Capital Improvement Activity</u> – The Well No. 1 Generator project startup has been delayed because a required transformer will not ship until Thursday, June 22. The Rivers Bend Packaged Booster Pump Station is scheduled to ship Friday, April 21.

<u>Development Activity</u> – A satisfactory water quality sample was obtained on the Swansons RV Park water system, located on Appleside Boulevard, before installation of backflow prevention device and connection to the PUD. Jeff Port has requested approval of extension of the pressurized sewer main on Appleside Boulevard to properties northeast of 3rd Avenue and to his storage units on the northwest side of 3rd Avenue. A sewer extension engineered plan has been designed and is under review.

#### COMMISSIONER'S REPORT

Commissioner McCall virtually attended Washington PUD Association (WPUDA) meetings February 15-17. He reported that at the New Commissioner meeting the Public Records Act and Open Public Meetings Act were discussed. At the Water Committee meeting a roundtable regarding lead pipe inventories and replacements was held. Asotin PUD action on lead service lines began with a 2016 Department of Health lead service lines and components survey and the discovery of partial lead lines in 2017. All lead lines have been removed from service. The Committee heard reports on legislation regarding drought funding, culvert relocation funding, affordable housing, the Foster Task Force, and the moratorium on utility disconnects for nonpayment for water and electric utilities when the weather is predicted to be 90 degrees or higher. WPUDA opposes the legislation but it passed the House yesterday. At the Board of Directors meeting, the Board heard a recap of the Annual Meeting held in December. Due to inclement weather during that time of year the Annual Meeting is being moved to April beginning in 2024. There will be no December Annual Meeting this year. The Executive Director addressed the fact that WPUDA is non-profit and a trade organization and they are allowed to lobby and advocate for issues supported or opposed by their members. The Board also discussed the vague language of the hot weather utility disconnect moratorium. The Board also heard a report from Energy Northwest and discussed the lack of snowfall in Canada which will affect Columbia River Operations.

Meeting Minutes February 28, 2023 Page 3

Commissioner Ridge virtually attended the Washington PUD Association Energy Committee meeting on Wednesday, February 15. She reported that the Committee discussed bills regarding clean energy siting and electric power system reliability both of which are governor request legislation. They also discussed moratorium on utility disconnects for nonpayment for water and electric utilities. The Bonneville Power Administration provided activity updates and discussed declining to be the First Jurisdictional Deliverer in 2023 for the state's Climate Commitment Act. First Jurisdictional Deliverer, or FJD, is the technical term for the entity that is responsible for complying with the climate program for any emissions associated with in-state generation or electricity imported into Washington.

Commissioner Ridge will be virtually attending a Public Power Council meeting on Thursday, March 2.

### **ADJOURNMENT**

There being no further business the meeting was adjourned at 7:10 p.m.