

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
March 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 and Judy Ridge. Greg McCall by phone.
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 March 13, 2023 Regular Meeting and Electronic Payroll Vouchers 6704EFT – 6721EFT in the amount of \$45,851.58 and Electronic Accounts Payable Vouchers 23032001, 23032002 and 23032801 and Accounts Payable Vouchers 43693 – 43727 in the amount of \$77,432.26. 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 provided two options for the SCADA system at the Wastewater Treatment Plant (WWTP). Option 1 is upgrading the current WWTP software, Factory Talk and Option 2 is upgrading to current PUD SCADA System software, CareFree. Both options are well below the proposed upgrade budget and CareFree was selected for the upgrade. Consor Engineers will be onsite Thursday for a kick off meeting for the sewer collection system pipe bursting engineering design utilizing the City’s \$1.5 million in American Relief Plan Act funds. Engineering services will include an update of our Standards and Specifications for sewer construction, design of the pipe bursting project, development of bid documents and project engineering. Consor provided a scope of work for an operational evaluation of the WWTP and will be onsite Tuesday, April 11 to conduct the evaluation.

The manager reported that he has been working with Avista and Bonneville Power Administration (BPA) staff on the transfer of the WWTP electric service to the PUD energy contract with BPA. BPA staff reported last week that Avista has agreed to serve the WWTP load under the PUD network agreement with them. Avista stated that they will not be ready to serve the load on April 1st but they are working with BPA metering staff to install a new meter within the next two weeks. The cost of energy to operate the plant will be significantly less than what is currently being paid.

NEW BUSINESS

Addendum to the City of Clarkston and PUD City Sewer System Operator Agreement.

The manager stated that at the Monday, March 13 meeting he informed the Board of a letter received from the Washington State Department of Ecology regarding their review of the City of Clarkston and PUD City Sewer System Operator Agreement. The basis of their review was the City’s National Pollutant Discharge Elimination System (NPDES) permit, the guidelines outlined in Ecology publication 92-109 Water Quality Program Permit Writer’s Manual chapter 3 section 9, “Owner/Operator Agreements” and the intent to transfer the City Sewer System, specifically the WWTP to PUD ownership. In the letter Ecology stated their requirement that the PUD apply for an NPDES permit separate from the city. The application has been completed and will be submitted after Board approval of the Addendum to the City Sewer System Operator Agreement.

Ecology also required that the city and the PUD clarify roles and responsibilities stated in the Agreement about meeting the NPDES permit requirements. A meeting was held with the city attorney and public works director and PUD legal counsel developed a draft Addendum to the Agreement providing it for review. The city and the PUD reviewed the draft Addendum and the city requested that any references to ownership and/or transfer of ownership be removed. Ecology's letter specifically addresses the intent to transfer ownership, but the city felt that references to an ownership transfer is premature since a transfer agreement has not been developed or approved. Counsel updated the addendum per the city's request and the City Council approved the final draft of the Addendum at their meeting last night.

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve the Addendum to the City Sewer System Operator Agreement authorizing the General Manager to execute the Addendum. The question was called for on the motion. The motion passed 3-0.

Resolution 23-510 – City of Clarkston Sewer System 2023 Budget

The manager presented Resolution 23-510 which provides for the adoption of the City of Clarkston Sewer System 2023 Budget (Budget). He stated that at the regular meeting held on Monday, March 13, the proposed Budget was reviewed and discussed. The manager provided an overview of revenue, expenses and reserves that make up the Budget and there was discussion regarding items identified in the Budget and outlined in the Budget Narrative. The Budget represents a 9-month operation period of April 1 to December 31, 2023. Commissioners asked questions about the proposed budget.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve Resolution 23-510 adopting the City of Clarkston Sewer System 2023 Budget effective April 1, 2023. The question was called for on the motion. The motion passed 3-0.

Resolution 23-511 – City of Clarkston Sewer System Rates, Charges and Fees

The manager presented Resolution 23-511 which provides for the setting of the City of Clarkston Sewer System Sewer Service Rates, Charges and Fees effective April 1, 2023. He stated that at the last meeting he reported that the Monthly Base Charge and the Monthly Sewer Charge, for both residential and commercial classifications, mirror the current combined total of City sewer customers' bills with the state utility tax built into the rate. Testing of multiple accounts with multiple different factors has been conducted with both the sewer base rate and consumption rate and staff are confident that the sewer rates are calculating correctly in the billing software. The first billing of City Sewer System customers will occur on April 28, 2023. At their meeting last night, the City Council held the second reading approving of the update to their sewer municipal rate code to include "for all sewer services operated or managed by the city," effectively suspending their rate code due to PUD contract operation and management of the City Sewer System.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve Resolution 23-511 setting the Rates, Charges and Fees for the City of Clarkston Sewer System effective April 1, 2023. The question was called for on the motion. The motion passed 3-0.

Resolution 23-512 – Accepting the City of Clarkston Franchise Agreement

The manager presented Resolution 23-512 which accepts the City of Clarkston Franchise Agreement. As a part of assuming operation of their sewer system, it was necessary to update the Franchise because it did not grant authority to the PUD to operate and maintain a wastewater collection system within City limits. At their meeting last night, the City Council approved the Franchise Agreement.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to adopt Resolution 23-512 accepting the City of Clarkston Franchise Agreement. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Capital Improvement Activity – The operations crew began preparation work on a water line replacement project on 14th Street from Poplar to Elm Streets. The project will replace approximately 1,700 feet of 6-inch steel water main with 8-inch PVC and upgrade 20 customer service lines.

Development Activity – A Developer Agreement was executed for Jeff Port's extension of the pressurized sewer main on Appleside Blvd to properties northeast of 3rd Avenue and to his storage units on the northwest side of 3rd Avenue. Curry Construction will be installing the pressurized sewer line.

COMMISSIONER'S REPORT

Commissioner McCall and Commissioner Ridge virtually attended Washington PUD Association (WPUDA) meetings March 16-17. Commissioner Ridge reported that the Energy Committee discussed the Climate Commitment Act and the cap and investment auction that was recently conducted. The committee also discussed legislation regarding low-income assistance, transmission planning, the heat related shut-off moratorium bill for electric and water utilities, which WPUDA opposes and the advanced nuclear reactor legislation which has broad support. March 29 is a cutoff date for legislation to pass out of committees. At the Water Committee meeting current legislation was also discussed including the shut-off moratorium, PFAS testing and monitoring, the Foster Task Force, Public Works Trust Fund funding and zoning legislation for single family lots that threatens local control and affects water system planning. At the Board meeting current legislation was also discussed along with WPUDA for Board leadership elections at the April meeting. Three commissioners are running for secretary of the Board while those in leadership will step up to president and vice-president.

Commissioner Nuxoll will be attending a virtual Public Utility Risk Management System Executive Committee meeting on Wednesday, March 29 with Director Bob Sischo.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:15 p.m.