

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
April 11, 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 and Greg McCall. Judy Ridge 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 28, 2023 Regular Meeting and Payroll Vouchers 2136 – 2138 and Electronic Payroll Vouchers 6722EFT – 6740EFT in the amount of \$53,261.89 and Electronic Accounts Payable Vouchers 23041101, 23040501, 23040502 and 23040503 and Accounts Payable Vouchers 43728 – 43773 in the amount of \$300,399.80. 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

Capital Improvement Activity – The operations crew began work on a water line replacement project on 14th Street from Poplar to Elm Streets. The project will replace approximately 2,000 feet of 6-inch steel water main with 8-inch PVC and upgrade 20 customer service lines. Work on intersections was completed first and then the installation of water main began. 1,800 feet has been installed to date.

Development Activity – Curry Construction is installing the pressurized sewer line to Jeff Port’s property on Appleside Boulevard to properties northeast of 3rd Avenue. The line will then continue to his storage units on the northwest side of 3rd Avenue. Power is being installed at the Swanson’s RV Park on Appleside Boulevard. A subdivision called Zenner Addition on Clemans Road was discussed.

Administrative Activity – The manager, PUD staff and county staff met with owners of property near Well No. 2 on Critchfield Road. They plan to build a home on the property and are seeking access to their property from the road that leads to the PUD well. They will be required to employ a surveyor who will provide a legal description for use in development of the PUD access easement and agreement. The county will require a large culvert for flood management and the design of the road and use of the culvert will have to be completed by a Washington State licensed engineer with final approval of the design being granted by the County Public Works Director.

City Sewer System Activity – Consor Engineers completed an operational evaluation walk-through of the wastewater treatment plant (WWTP) today speaking with staff about the operation. They stated that there were no major issues but there are opportunities for improving processes. Consor will develop a technical memo from their visit and review of WWTP documentation and recommend improvements.

A kick off meeting for the sewer collection system pipe bursting engineering design utilizing the City's \$1.5 million in American Relief Act Plan funds was held Thursday, March 30 with Consor Engineers. Three projects, identified for sewer main replacement, were discussed and site visits were conducted. In addition, a future project between 6th and 7th Streets was also discussed. PUD staff and Consor Engineers visited a City of Lewiston pipe-bursting project and received a demonstration of the process. An NPDES permit for the WWTP has been submitted to Ecology. Director Sischo met with City Clerk, Steve Austin to discuss the transfer of the balances of the reserve fund accounts per the City Sewer System Operator Agreement. A detailed accounting will be provided and checks for the reserve balances should be received soon. The employee leave balance transfer to the PUD has occurred. An invoice for the value of the leave balances was submitted to the city for payment. A on-call crew phone for WWTP staff was deployed. Testing of billing has been completed. Final evaluation is being conducted.

### COMMISSIONER'S REPORT

Commissioner Nuxoll attended a virtual Public Utility Risk Management System (PURMS) Executive Committee meeting on Wednesday, March 29 with Director Bob Sischo. He reported that the owners of Pacific Underwriters are selling their agency to a larger firm and administration of PURMS will transfer to the new owners. Owner and PURMS Administrator Dick Rodruck will continue as employee with the new firm for two years and will then transition to a consulting role. The other owners will continue to work at the agency and with PURMS as well. Long-time legal counsel also intends to move with PURMS to the new agency. Additional meetings are being conducted to discuss the transition.

Commissioner Nuxoll will be attending a virtual PURMS Executive Committee meeting on Friday, April 14 with Director Bob Sischo.

Commissioners Ridge and McCall will be virtually attending Washington PUD Association meetings April 12-14.

### ADJOURNMENT

There being no further business the meeting was adjourned at 6:30 p.m.