

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
July 25, 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 Judy Ridge and seconded by Commissioner Greg McCall to approve the consent agenda approving the minutes of the July 11, 2023 Regular Meeting and Electronic Payroll Vouchers 6923EFT – 6948EFT in the amount of \$62,194.29 and Electronic Accounts Payable Voucher 23070301, 23070501, 23070502, 23070503, 23070504, 23070701 and 23071701 and Accounts Payable Vouchers 44172 – 44217 in the amount of \$134,485.36. 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

Washington Public Utilities Districts Association Executive Director Succession

Commissioner McCall reported that the Washington PUD Association (WPUDA) Executive Director has announced his retirement at the end of the year and the WPUDA Executive Committee has requested that each member PUD complete a questionnaire that will provide direction on the selection of the next Executive Director. The commissioners discussed the questions and directed the General Manager to compile the answers to the questions and provide them a draft response for review.

Change the Tuesday, August 8, 2023 Meeting Date

The manager stated that Commissioner McCall has requested changing the Tuesday, August 8, 2023 regular meeting date due to travel plans.

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve changing the Tuesday, August 8, 2023 regular meeting date to Monday, August 7, 2023 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER’S REPORT

Capital Improvement Activity – The operations crew completed installation of the water main on 11th Street from Libby Street to Highland Avenue. The main was pressure tested, flushed and sampled. A satisfactory sample was obtained and customer service lines are being tied over to the new main. The River’s Bend Reservoir Booster Pump Station (BPS) electrical panels, SCADA panel and Avista transformer have been installed. The panels were energized yesterday. The Well 1 transformer and wiring, for the emergency backup generator, will be completed this week with startup to follow. The Well 1 column, shaft and motor will be pulled this year and the well inspected. These components will be replaced and the pumping capacity of the well is being analyzed to maximize the pump output.

Development Activity – Staff reviewed the revised Asotin County Justice Center (Center) civil plans and specifications and everything was found satisfactory. An issue regarding charges and fees for the Center came up and was addressed by the manager. Water and sewer installation charges are required to be paid in full before work can begin and before ordering the 4-inch water meter and vault and tapping of the 12-inch water main on Evans Road for installation of the 10-inch water main serving the Center.

Administrative Activity – The manager presented a 2nd Quarter financial report. He stated that water production and use have increased significantly over last year with revenue reflecting the increase and budget goals are being met. The manager presented an Outdoor Heat Exposure policy that will be added to the Accident and Prevention Program. The policy was developed due to new legislation.

City Sewer System Activity – The manager reported that the SCADA System upgrade is 100% complete and is operational. Fiber has been connected to the Wastewater Treatment Plant (WWTP) but the Port of Clarkston still needs to complete their portion of the work. The point repair plan is complete and a staff meeting will be held next week to determine a schedule for executing the plan. A meeting with staff, for the update of the WWTP Operations and Maintenance Manual, was held today by the engineering consultant. A 60% design of the sewer main replacement project is scheduled to be provided next week.

City Sewer System Ownership Transfer – The manager reported that he and Director Bob Sischo had a phone conversation with a bond attorney from Foster Garvey to discuss options for financing the payoff of the City's revenue bonds. She provided a list of financial advisors that the PUD can engage to discuss financing options. Bonds will be required regardless of public or private financing and an advisor will need to be engaged to ensure the finance portion of the ownership assumption is done correctly. Legal counsel provided a draft Ownership Transfer Agreement today for PUD review. A meeting will be held this week to review the document. The next steps in the process will be providing the draft Agreement to the city for review and setting up a meeting to discuss the Agreement and ownership transfer.

COMMISSIONER'S REPORT

Commissioner McCall virtually attended the WPUDA meetings July 12-14. He reported that at the Commissioner Education and Roundtable meeting commissioners were provided presentations on telecom, decarbonization of the Northwest and wastewater treatment plant thermal energy production. WPUDA staff solicited a request for education subjects for future meetings. At the Water Committee meeting legislation, the Ecology Policy 2030 update, the outdoor heat exposure legislation and funding opportunities were discussed. At the Board Meeting it was stated that WPUDA staff and the Executive Committee have visited all PUD members and are putting together information gathered from each utility for presentation to commissioners and staff. The Bonneville Power Administration discussed rates, transmission and the low water year. Energy Northwest discussed their recent Columbia Generating Station nuclear power plant refueling outage and the deployment and construction of electric vehicle charging stations. The primary focus of the Board meeting was the retirement of Executive Director George Caan at the end of the year and finding a suitable replacement.

Commissioner Ridge virtually attended the Washington PUD Association meetings July 13-14. She reported that at the Energy Committee meeting the contract with the consultant for the Net Metering Study was finalized and the kickoff meeting for the study was held on July 18. The group also discussed the Department of Ecology vehicle fleet reporting requirement enacted by the legislature. Director Bob Sischo has submitted Asotin PUD's vehicle fleet report. The group discussed the Climate Commitment Act, electric vehicles, Labor and Industry rulemaking affecting PUDs, the heat moratorium and its affect on electric and water utilities and low-income energy assistance.

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Commissioner Nuxoll reported that the sale of Pacific Underwriters and the transfer of administration of the Public Utility Risk Management System (PURMS) insurance pool to Brown and Brown is still moving forward and should be finalized in August. The PURMS Executive will meet again prior to the final ownership transfer date to review any additional documents and approve the sale and transfer.

Commissioner McCall will be virtually attending an Energy Northwest Board Meeting on July 26.

Commissioner Ridge will be attending a Public Power Council meeting in Portland, Oregon August 3-4.

ADJOURNMENT

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