

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
September 12, 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 August 22, 2023, Regular Meeting and Payroll Vouchers 2152 – 2154 and Electronic Payroll Vouchers 7001EFT – 7026EFT in the amount of \$72,693.73 and Electronic Accounts Payable Voucher 23083101, 23090501, 23090601, 23090602, 23090603, 23091301 and 23092501 and Accounts Payable Vouchers 44316 – 44380 in the amount of \$382,087.66. The question was called for on the motion. The motion passed 3-0.

EXECUTIVE SESSION

Commissioner Nuxoll adjourned the regular meeting into Executive Session at 5:40 p.m. to discuss information regarding computer network security and infrastructure, per RCW 42.30.110(1)(a)(ii), stating that the Board would reconvene at 5:55 pm. Commissioner Nuxoll called the regular meeting back to order at 5:55 pm. No decisions were made.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

Change the Tuesday, September 26, 2023 Meeting Date

The manager stated that Commissioner McCall has requested changing the Tuesday, September 26, 2023 regular meeting date due to travel to meetings.

**MOTION** by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to approve changing the Tuesday, September 26, 2023 regular meeting date to Monday, September 25, 2023 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER’S REPORT

Capital Improvement Activity – Startup testing of the Well 1 emergency backup generator occurred on Wednesday, August 23 and the generator successfully operated the well. The Rivers Bend Reservoir Booster Pump Station isolation valve arrived and was installed. The valve operated properly and on the SCADA system, based on reservoir level, and the BPS successfully controlled the flow of water to the Reservoir. Work on installation of the Well No. 2 motor starter will begin Wednesday, September 20. The crew will begin work this week on the replacement of several short runs of 2-inch galvanized water mains. The crew has been installing flushers at the intersections of Chestnut Street from 6th to 14th Streets. Chestnut is the breakpoint for high pressure and all of these valves are closed. The PRV at 12th and Chestnut monitors and maintains pressure in the lower half of the system.

Development Activity – Installation of the 10-inch water main that will serve the Asotin County Justice Center is complete. The main was pressure tested, flushed and water quality samples were taken. The samples were satisfactory and the main was tied into the 12-inch water main on Evans Road. Delivery of the water meter and meter vault is pending and will be installed once they arrive. The Zenner Addition on Clemans Road was approved by Asotin County and a Developer Agreement has been executed.

City Sewer System Activity – The draft Wastewater Treatment Plant Operational Assessment Evaluation Memorandum was discussed at a meeting held on Wednesday, August 23. A final memorandum was provided and work on the list of items identified in the assessment has begun with priority items being addressed first. Camera repair delayed the start of the point repair work on the sewer collection system. Work will begin next week. Avista stated that the 60-day mark for the date of filing of the Service Area Agreement with Federal Energy Regulatory Commission (FERC) is Wednesday, September 20. If they have not heard from FERC by that date, they will move forward with sharing the documentation with the Washington Utilities and Transportation Commission.

City Sewer System Ownership Transfer – Commissioner McCall, Director Bob Sischo and the manager met with Northwest Municipal Advisors regarding the financing and payoff of the City Revenue Bonds. They stated that the best route is public bond financing. Private bond financing through banks was competitive early in the year but with the banking crisis, banks are less likely to provide the funding and if they do it is for a shorter term at higher interest rates. The process of public bond financing takes 3 to 4 months and the cost is approximately 1.5% of the bond value. The manager is in communication with the City and waiting for them to select a date to meet to discuss the draft Sewer System Transfer Agreement and the development of an American Relief Plan Act project funding interlocal agreement.

#### COMMISSIONER'S REPORT

Commissioner Nuxoll stated that a Public Utility Risk Management Systems (PURMS) Executive Committee meetings were held on Wednesday, August 30 and again on Thursday, September 7 to discuss the final preparations for the transfer of PURMS administration to the new owner upon the sale of Pacific Underwriters. The Executive Committee gave final approval to the transfer of PURMS administration to the new owners of Pacific Underwriters, Brown and Brown, on October 1, 2023.

Commissioner McCall and Commissioner Ridge will virtually attend the Washington PUD Association meetings September 13-15.

#### ADJOURNMENT

There being no further business the meeting was adjourned at 6:40 p.m.