

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
October 24, 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 October 10, 2023, Regular Meeting and Electronic Payroll Vouchers 7078EFT – 7102EFT in the amount of \$60,612.23 and Electronic Accounts Payable Voucher 23100602, 23100603, 23102001, 23102002, 23102003, 23102004, 23102501, 23102701, 23102702, 23102703 and 23102704 and Accounts Payable Vouchers 44483 – 44524 in the amount of \$166,628.91. 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

Award Bid for Well No. 1 Inspection and Rehabilitation

The manager stated that bids were requested from four (4) contractors on our Small Works Roster for the pulling of the Well No. 1 motor, column, shaft and pump, inspection of the well and installation of a new pump, column and shaft including bearings and other components. The motor will be inspected but it will not be rehabilitated. Work on Well 1 is required to be completed by March 30, 2024. \$175,000 has been budgeted for this capital improvement project. The bid results from responsive vendors, with sales tax included, are as follows: Specialty Pump Services – \$143,429.40 and Carpenter Drilling – \$291,845.44. The manager recommended awarding the Well No. 1 Inspection and Rehabilitation bid to Specialty Pump Services, the lowest responsible bidder, in the amount of at \$143,429.40.

MOTION by Commissioner Greg McCall and seconded by Commissioner Judy Ridge to award the bid for the Well No. 1 Inspection and Rehabilitation to Specialty Pump Services in the amount of at \$143,429.40. The question was called for on the motion. The motion passed 3-0.

Change the Tuesday, November 14, 2023 Meeting Date

The manager requested changing the Tuesday, November 14, 2023 regular meeting date due to staff training beginning on that day and the need to utilize the Conference Room for the training.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve changing the Tuesday, November 14, 2023 regular meeting date to Monday, November 13, 2023 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

Administrative Activity – The 2022 audit is ongoing and should conclude by month end. Asotin County provided a draft update of their Franchise Agreement with the PUD. Comments and edits were provided and a final draft will be provided to the governing Boards of Commissioners for review and approval.

MANAGER'S REPORT

Development Activity – Installation of the water main and customer service lines for the Zenner Addition on Clemans Road began yesterday. Work on installation of 2-inch pressurized sewer main on Hallgren Drive to 11th Avenue pressurized main will begin this week. The plat for the proposed 16-lot Folsom Development off of Chukar Lane has been reviewed and approved by the County.

City Sewer System Activity – Work on electrical items identified in the operational assessment continue to be completed. Work to convert the Sunrise Lift Station to SCADA control is underway. A 90% design review meeting was held on Tuesday, October 17. The design plans are being finalized and will be ready for the Department of Ecology's review on November 1. A draft of the Interlocal Agreement providing for the invoicing and utilization of the City of Clarkston's (City) designated American Relief Plan Act funding for payment of the contract for the sewer collection system main replacement projects was reviewed by staff and edits and comments have been provided to counsel. A draft will be available for the City's review this week.

City Sewer System Ownership Transfer – A draft Sewer System Transfer Agreement was updated based on a meeting held with the City on October 5th and has been provided to the City for their review.

COMMISSIONER'S REPORT

Commissioner McCall will be attending an Energy Northwest Board meeting and Member Forum October 25-27 in Richland, Washington.

Commissioner Ridge will be attending a Public Power Council Annual meeting and Northwest RiverPartners Annual Member's meeting November 1-2 in Portland, Oregon.

Commissioner Nuxoll reported that he signed the final documents for the transfer of the Public Utility Risk Management System (PURMS) administration to new owners of Pacific Underwriters, Brown and Brown. He will be virtually attending the PURMS Operations Committee meeting on Thursday, October 26 and virtually attending the Semi-Annual Board meeting on November 1-2.

ADJOURNMENT

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