

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
December 28, 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.

MINUTES OF MEETING AND VOUCHER APPROVAL

**MOTION** by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the December 12, 2023 Regular Meeting and Electronic Payroll Vouchers 7178EFT – 7202EFT in the amount of \$63,552.15 and Electronic Accounts Payable Voucher 23120505, 23120701, 23120702, 23122001, 23122002, 23122003, 23122004, 23122601, and 24011101 and Accounts Payable Vouchers 44724 – 44778 in the amount of \$307,280.13. The question was called for on the motion. The motion passed 3-0.

OLD and NEW BUSINESS

There were no items presented under Old or New Business.

NEW BUSINESS

There were no items presented under New Business.

MANAGER’S REPORT

Capital Improvement Activity – Specialty Pump Service videoed Well No. 1 and everything looks good. The static water level is exactly the same as when the well was drilled in 1956.

Administrative Activity – A report was provided on the 2022 Audit and Audit Exit Conference held on Tuesday, December 19. The PUD was once again the victim of a hit and run by a drunken driver on Tuesday, December 18. \$6,500 in damage was caused to a new PUD truck and to fencing. Asotin County property was also damaged. Operations employees Colt Heger and Travis Hagen passed the state examination and earned their Water Distribution Manager II certification.

City Sewer System Activity – The Sunrise Lift Station SCADA upgrade has been completed and the site is operational. The Wastewater Treatment Plant (WWTP) Operations and Maintenance Manual (Manual) update has been completed and an internal review was conducted. The Manual will be submitted to Ecology for their review and comment. The Sewer Collection System Main Replacement Project bids were advertised beginning on Friday, December 15. A pre-bid meeting is scheduled for Thursday, January 4 and bids are due Tuesday, January 16. If the bid totals are within range of the engineer’s estimate and a responsible low-bidder is identified, a meeting with the City of Clarkston Public Works Committee will be held to make a recommendation for award. The Committee will then take the recommendation for approval and award to the Clarkston City Council meeting on Monday, January 22. Avista Utilities petition for an order approving the Service Territory Agreement with the PUD, to provide energy service to the WWTP, was approved by the Washington Utilities and Transportation Commission at their meeting held on Thursday, December 21, and execution of the order was authorized. The effective date for the transfer of service is February 1, 2024.

COMMISSIONER'S REPORT

Commissioner McCall attended the 2022 Audit Exit Conference on Tuesday, December 19. The State Auditor's Office reported that District operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources. This is the 36th consecutive year that the PUD has had a clean audit with no findings.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:10 p.m.