

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
May 28, 2024

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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 Greg McCall and seconded by Commissioner Judy Ridge to approve the consent agenda approving the minutes of the May 14, 2024 Regular Meeting and Electronic Payroll Vouchers 7430EFT–7455EFT in the amount of \$70,082.89 and Electronic Accounts Payable Vouchers 24052001–24052003 and 24052101 and Accounts Payable Vouchers 45302 – 45334 in the amount of \$391,105.68. 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

Department of Natural Resources Aquatics Outfall Easement Assignment

The manager presented a Notice and Consent to Assign Agreement from the Washington State Department of Natural Resources (DNR) providing for the transfer of the Wastewater Treatment Plant Aquatics Outfall Easement No. 51- 086252 from the City of Clarkston to the PUD as a part of the Sewer System ownership transfer. The City’s current outfall easement agreement with DNR was approved in November 2020 for a 30-year period extending to the year 2050. The manager stated that the Clarkston City Council will consider approval of the Agreement at their meeting tonight authorizing Mayor Monika Lawrence to sign on behalf of the City. Legal counsel has reviewed and approved the document. The manager requested authorization to sign the Agreement on behalf of the PUD.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve the Department of Natural Resources Aquatics Outfall Easement No. 51- 086252 Notice and Consent to Assign Agreement and authorize the General Manager to sign the Agreement. The question was called for on the motion. The motion passed 3-0.

Public Works Trust Fund Loan Contract Assignment Amendment

The manager presented a Contract Assignment Amendment from the Public Works Board which provides for the transfer of the City of Clarkston’s Public Works Trust Loan to the PUD as a part of the City Sewer System ownership transfer. The remaining loan principal balance is \$5,945,674.48. The Clarkston City Council will consider approval of the Amendment at their meeting tonight authorizing Mayor Lawrence to sign the Amendment. The manager requested authorization to sign the Amendment on behalf of the PUD. Legal counsel has reviewed and approved the document.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Greg McCall to approve the Public Works Trust Fund Loan Contract Assignment Amendment and authorize the General Manager to sign the Amendment. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Capital Improvement Activity – The crew will be conducting flushing of the water system the next 2 weeks and are scheduled to begin the next capital improvement project on 11th Street mid to late June.

Administrative Activity – The 2023 Audit is going well and an Audit Entrance Conference was held on Friday, May 17. The auditor anticipates concluding the audit the 2nd week of June and then it will go to supervisors for review. A draft updated Comprehensive Water System Plan was submitted to the State Department of Health, on Wednesday, May 22 starting their 90-day review period.

Development Activity – Additional comments on the water and wastewater infrastructure, for the Clarkston Haven development on Port Drive, were sent to the engineering firm. The manager, Director of Operations and the Operations Superintendent will be meeting with a developer on Thursday, May 30 to discuss the proposed Clarksview Estates development near Quailridge Golf Course.

City Sewer System Activity – Wastewater Treatment Plant (WWTP) staff are working on maintenance and operation issues. Wes Ison's last workday is Friday, May 31. Jason Frei will begin his role as Supervisor of the WWTP and sewer collection system on June 1.

City Sewer System Main Replacement Project – A public meeting was held on Wednesday, May 15 with the customers affected by the Cured-In-Place Piping (CIPP) project in the alley between 5th and 6th Streets from Chestnut to Elms Streets. The project began Monday, May 20 with Debco replacing a manhole near the jail. The CIPP contractor will begin work Tuesday, May 28 and their working hours will be from 7 pm to 7am. The contractor anticipates the project being completed on Monday, June 3. Customers water meters will be shut-off during the project to ensure no wastewater flow goes through their service laterals during construction. Debco Construction stated they are scheduled to start the final sewer main replacement project on University Street mid- June.

City Sewer System Transfer – Northwest Municipal Advisors (NWMA) provided a document with preliminary utility revenue bond numbers and Director Sischo, the manager and Commissioner McCall met with NWMA on Thursday, May 23, to discuss the information provided. Due to continued inflation, financing rates have increased between 0.2% and 0.5% since January. Bond Counsel provided an updated draft Preliminary Official Statement and a draft Bond Resolution for review on Thursday, May 23. A meeting to address comments and questions on the draft documents will be held on Friday, May 31. The next step in the bond financing process is notifying the rating agency and requesting an analyst.

COMMISSIONER'S REPORT

Commissioner McCall virtually attended a Washington Association of Sewer and Water Districts (WASWD) Section 1 meeting on Thursday, May 23. Commissioner McCall stated that there are four WASWD Sections in the state that are divided by geographic areas, based on counties. They are led by a Section Director and Sections meet monthly or quarterly throughout the year for informational presentations and discussion of current issues and concerns. April and September meetings are held at the Spring and Fall conferences. He reported that Executive Director Judi Gladstone updated that group regarding activities of the Association and discussed issues that have been identified for the 2025 legislative session. During the roundtable portion of the meeting, the group discussed pipe bursting construction methods, utility relocation, cybersecurity and other issues familiar with PUD Association meetings. A map identifying special purposes districts in the state is under development.

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Commissioner McCall will be attending a Northwest Municipal Advisors meeting at the PUD on Friday, May 31 to review the draft Preliminary Official Statement and draft Bond Resolution.

Commissioner Nuxoll will be attending the Public Utility Risk Management System semi-annual meetings June 5-6 in Burien, Washington.

Commissioner Ridge will be virtually attending the Public Power Council meeting Thursday, June 6.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:25 p.m.