

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
April 8, 2025

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President Judy Ridge 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: Judy Ridge, Greg McCall and Don Nuxoll.
Staff: Tim Simpson and Bob Sischo.

MINUTES OF MEETING AND VOUCHER APPROVAL

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to approve the consent agenda approving the minutes of the March 25, 2025 Regular Meeting and Payroll Vouchers 2219–2221 and Electronic Payroll Vouchers 8028EFT–8054EFT in the amount of \$78,805.83 and Electronic Accounts Payable Voucher 24040201, 25032701–25032703, 25040401–25040403, 25040701–25040703, 25041401 and 25042501–25042503 and Accounts Payable Vouchers 46567–46647 in the amount of \$754,670.45. 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 Asphalt Patch – Hillyard Drive Water Main Replacement Project

The manager stated that bids were requested from contractors on our Small Works Roster for asphalt patching for the Hillyard Drive and Bridger Lane Water Main Replacement Project. The project replaced 1,260 feet of 6-inch steel water distribution main with 8-inch PVC. The bid results from each contractor, including sales tax, are as follows: Herco, Inc.–\$40,575.00, Poe Asphalt and Paving–\$50,745.80 and J.M. Pacific Construction–\$95,216.00. The bids were reviewed and tabulated and Herco, Inc. is the lowest responsible bidder.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to award the bid for asphalt patching for the Hillyard Drive and Bridger Lane Water Main Replacement Project to Herco, Inc. in the amount of \$40,575.00. The question was called for on the motion. The motion passed 3-0.

Resolution 25-549 – Amending the Management and Administration Policy

The manager presented Resolution 25-549 which provides for amendment of the Management and Administrative Policy. Amendments are being recommended to Chapter 10 – Contracting and Purchasing. He stated that Chapter 10 was updated last year to reflect the new law and rules regarding competitive bidding of public works projects utilizing the Small Works Roster which became effective July 1, 2024. After bidding several projects since the effective date, staff was better able to decipher the new law and rules. Due this experience, additional changes are being recommended to policies to ensure the PUD is following state statutes for public works projects and purchasing. The manager discussed the basis for amendments to several sections.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to approve Resolution 25-549 amending the Management and Administration Policy. The question was called for on the motion. The motion passed 3-0.

Change the Tuesday, April 22, 2025 Meeting Date

Commissioner McCall requested that the Tuesday, April 22, 2025 regular meeting date be changed to Monday, April 21, 2025 due to his travel to the Washington PUD Association annual meeting.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to approve changing the Tuesday, April 22, 2025 regular meeting date to Monday, April 21, 2025 at 5:30 pm. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Administrative Activity – The 2024 financial statements have been completed and were submitted to the State Auditor's Office (SAO). SAO has scheduled the 2024 annual audit to begin on Monday, May 5. After over 9 months in review, comments were received from the Department of Health (DOH) for the update of the water system plan. A meeting has been scheduled with DOH to review their comments.

Water System Activity – The crew completed the installation of 1,775 feet of new water main on 20th Avenue, Linden Street and Willow Street. The new main will be chlorinated, flushed and sampled. Customer services lines will be tied over to the main upon receipt of a satisfactory water quality sample.

COMMISSIONER'S REPORT

Commissioner McCall virtually attended a Washington Association of Sewer and Water Districts Section II meeting on Thursday, March 27. The discontinuance of fluoridation of water in Utah was discussed along with stopping the practice nationwide. Legislative action was also discussed.

Commissioner McCall virtually attended a joint Washington PUD Association and Washington Water Utility Council meeting on Friday, March 28. The group discussed issues with culvert replacement funding and the diversion of Public Works Trust Funds to address the budget deficit.

Commissioner Ridge virtually attended a Public Power Council meeting on Thursday, April 3. She reported that the group discussed the Bonneville Power Administration's SPP+ Market Choice, the Post 2028 Provider of Choice issues and workforce reductions. Lobbyists discussed Congressional legislation introduce in the U.S. House that supports the Northwest and Lower Snake River Dams.

Commissioner McCall will be virtually attending an Energy Northwest meeting on Thursday, April 17.

ADJOURNMENT

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