

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
December 9, 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 November 24, 2025 Regular Meeting and Payroll Vouchers 2244–2250 and Electronic Payroll Vouchers 8447EFT–8472EFT in the amount of \$104,804.63 and Electronic Accounts Payable Voucher 25112601–25112604, 25120301, 25120302, 25120501, 25120801, 25120802 and 25121501, Electronic Funds Transfer Voucher 159–EFT to 179–EFT and Accounts Payable Vouchers 47577–47617 in the amount of \$485,088.22. 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

Resolution 25-555 – Adopting the 2026 Budget

The manager presented Resolution 25-555 which provides for the adoption of the 2026 PUD Budget. At the Board meeting on Tuesday, November 24, an overview of the 2026 Budget was provided. There was detailed discussion regarding items identified in the Budget and outlined in the Budget Narrative. The manager discussed several updated budget items.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to approve Resolution 25-555 adopting the 2026 PUD Budget. The question was called for on the motion. The motion passed 3-0.

Resolution 25-556 – Setting the 2026 Water Rates, Charges and Fees

The manager presented Resolution 25-556 which sets the Water Service Rates, Charges and Fees effective January 1, 2026. The Water Consumptive Rate will increase to \$1.35 per unit. The Monthly Minimum Charge will increase for all account categories; \$1.00 for 3/4 to 1 1/2-inch meters, \$5.00 for 2 to 8-inch meters. The Multifamily unit charge will increase from \$13.00 to \$14.00 per unit per month. Fixed or Monthly Minimum revenue is 50% of total water revenue. The 1-inch Installation Fee will increase from \$3,200 to \$3,500 to cover the increase in material, labor and equipment costs. The fee for asphalt patching will increase from \$800.00 to \$900.00. The Fire Hydrant Installation deposit will increase from \$4,000 to \$12,000 to cover the increase in costs and to ensure an adequate deposit to complete the installation. The Water Main Tapping Fee was increased from \$500.00 to \$1,500.00.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to approve Resolution 25-556 setting the Water Rates, Charges and Fees effective January 1, 2026. The question was called for on the motion. The motion passed 3-0.

Resolution 25-557 – Setting the 2026 Sewer Rates, Charges and Fees

The manager presented Resolution 25-557 which sets the Sewer Service Rates, Charges and Fees effective January 1, 2026. For those customers who reside in the County, the Single Family Residential and Commercial Monthly Charges will increase from \$43.00 to \$46.00; Qualified Senior Citizens and Disabled Persons Monthly Charges will increase from \$35.00 to \$37.50 and Port of Wilma Monthly Charges will increase from \$65.00 to \$75.00. For those customers who reside in the City, Residential Monthly Base Charges will increase from \$26.26 to \$28.00; City Commercial Monthly Base Charges will increase from \$50.25 to \$53.75 and the Monthly Sewer Charge for water consumption for both classifications will increase from \$5.60 to \$6.00. The Sewer Connection Fee will increase from \$1,400.00 to \$1,600.00 and the System Development Fee will increase from \$200.00 to \$400.00.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to approve Resolution 25-557 setting the Sewer Rates, Charges and Fees effective January 1, 2026. The question was called for on the motion. The motion passed 3-0.

Resolution 25-558 – Waiving Competitive Bidding for Electrical Distribution Line Replacement

The manager presented Resolution 25-558 which provides for the waiving of competitive bids allowing the Clearwater Power Company (CPC) to replace the electric distribution line that serves Quail Ridge Golf Course. CPC has provided a cost quote for the project in the amount of \$186,823.55.

When considering the electrical distribution line replacement and bidding process, the Municipal Research Service Center (MRSC) was contacted requesting bidding guidance. MRSC stated that given CPC's unique situation as the existing service provider with specialized knowledge of our electrical system and local operation, we could consider justifying a competitive bidding exemption under Revised Code of Washington (RCW) 39.04.280(1)(b) for purchases involving "special facilities". Pursuant to the Public Utility Districts RCW 54.04.080, that outlines public works and bidding processes, it states that the PUD commission may waive the competitive bidding requirements of this section if an exemption contained within RCW 39.04.280 applies to the purchase or public work. In RCW 39.04.280(1)(b) it states that competitive bidding requirements may be waived by the governing body of the municipality for purchases, or public works, involving special facilities.

In section(2)(a) of RCW 39.04.280, it also states that the waiver of competitive bidding requirements under subsection (1) of this section may be by resolution or by the terms of written policies adopted by the municipality, at the option of the governing body of the municipality. If a resolution is adopted by a governing body to waive competitive bidding requirements under (1)(b) of this subsection, the resolution must recite the factual basis for the exception. Staff developed a document that justifies utilizing CPC services to complete the electrical distribution line replacement and developed the attached Resolution that waives the bid and cites the factual basis for the exception. These documents were presented to legal counsel Joe Brogan for his review. After reviewing the documents, Mr. Brogan stated that the Resolution and the competitive bidding exemption justification were acceptable. Commissioners asked detail questions regarding the bid waiver and the justification. They stated that they trusted legal counsel's judgement on the resolution and justification for waiving the bids.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to approve Resolution 25-558 waiving the competitive bidding process, approving the quote from the Clearwater Power Company, in the amount of \$186,823.55, for the replacement of the electrical distribution line that serves Quail Ridge Golf Course and authorizing the General Manager to execute contract documents. The question was called for on the motion. The motion passed 3-0.

Award Bid for the Well No. 3 Onsite Chlorine Generator

The manager stated that bids were solicited for an Onsite Sodium Hypochlorite (Chlorine) Generating System for Well No. 3 utilizing the new Small Works Roster. The current system, installed in 2016, has reached the end of its useful life and generating components are not supported by the manufacturer. Several of the components will continue to be used, such as, the dosing pump and salt bin. The 1,000-gallon chlorine storage tank will be replaced as a part of the bid. The 2026 Capital Improvement Budget designated \$210,000 for replacement of the chlorine generation system. One bid was received from the solicitation request. Filtration Technology, Inc., submitted a bid for ClorTec System in the amount of \$203,863.95. Sales tax is included in the total price and the bid includes installation, training and startup. The manager stated that this is the same system that has been install at Well No. 1 and Well No. 7. He recommended awarding the bid for the Well No. 3 Onsite Chlorine Generating System to Filtration Technology, Inc. Commissioners asked several questions regarding the longevity of the system.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to award the bid for the Well No. 3 Onsite Chlorine Generation System to Filtration Technology, Inc. in the amount of \$203,863.95. The question was called for on the motion. The motion passed 3-0.

Award Bids for Stock and 2026 Capital Improvement Projects Material

Then manager stated that bids were requested from vendors on our Vendor Roster for three categories of material for our planned 2026 Capital Improvement Projects. These categories include: brass Ford fittings, valves and water main. Bids were also requested for a small amount of stock material. Bids received were tabulated and the lowest responsible bidder for each bid request, with sales tax included, are as follows: Water Main Material, Consolidated Supply Co.–\$139,270.99; Water Main Valves, Consolidated Supply Co.–\$31,689.35; Brass Ford Fittings, Core & Main–\$19,708.40 and Stock Material, Core & Main–\$7,232.24.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to award the bids for Water Main Material to Consolidated Supply Co. in the amount of \$139,270.99, for Water Main Valves to Consolidated Supply Co. in the amount of \$31,689.35, for Brass Ford Fittings to Core & Main in the amount of \$19,708.40 and for Stock Material to Core & Main in the amount of \$7,232.24. The question was called for on the motion. The motion passed 3-0.

Change the Tuesday, December 23, 2025 Meeting Date

The General Manager requested that the Tuesday, December 23, 2025 regular meeting date be changed to Monday, December 22, 2025 and the start time to 10:00 am to accommodate a Water System Plan Update presentation by Consor Engineers which includes a Public Hearing on the Plan.

MOTION by Commissioner Greg McCall and seconded by Commissioner Don Nuxoll to approve changing the Tuesday, December 23, 2023 regular meeting date to Monday, December 22, 2025 at 10:00 am. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

The manager stated the DW Excavating will start the 6th and 7th Streets sewer main replacement project in January 2026. A preconstruction meeting is for scheduled Friday, December 9. A community meeting will be scheduled on Tuesday, January 6, 2026 for customers affected by the project.

COMMISSIONER'S REPORT

Commissioner McCall virtually attended the Washington Association of Sewer and Water Districts (WASWD) Section I and II meeting on Thursday, December 4. He stated that the group heard an Executive Director report and discussed the 2026 Legislative Session. Staff discussed the need for committee members to fill the various WASWD committees.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:45 p.m.