

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
May 26, 2015

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President Gary Hicks 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.

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ROLL CALL: PRESENT Commissioners: Gary Hicks, Don Nuxoll and Judy Ridge.

PUD Staff: General Manager Tim Simpson, Treasurer Bob Sischo and Counsel Scott Broyles.

MINUTES OF MEETING AND VOUCHER APPROVAL

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Judy Ridge to approve the consent agenda approving the minutes of the May 12, 2015 Regular Meeting and payment of the Transaction Vouchers covering vouchers #3507EFT through #3523EFT in the amount of \$30,274.49 and Blanket Transaction Voucher Approval Document covering vouchers #34482 through #34528, and Electronic Transaction Vouchers #15052001 and #15052002 in the amount of \$213,164.32. The question was called for on the motion. The motion passed 3-0.

OLD BUSINESS

Port of Wilma Large Onsite Sewage System

The manager reported that on Friday, May 15th, he, PUD staff Craig Riehle and Debbie Snell, Port of Whitman County Property and Development Manager met with the engineering firm, Keller and Associates to review their findings on the Port of Wilma sewer flow study they conducted for the Port of Whitman County. The manager stated that the flow study showed that the proposed Large Onsite Septic System (LOSS) is adequately sized for the Port industrial customers. In the study, Keller visited each sewer customer, took an inventory of their facilities that discharge to the sewer and received an accurate count on the number of employees each business has. Information from this survey was used to calculate the maximum potential usage based on Washington State Department of Health LOSS System design flows. The total potential use was calculated at 3,600 gallons per day (gpd). Data from the sewer flow monitor was analyzed and it was determined that sewer was reduced significantly from 7,200 gpd to 1,700 gpd after Bennett Lumber removed their wastewater discharge from the system. Keller stated that the LOSS System should last at least 20 years and up to 40 years if properly maintained. The manager stated that he and Debbie agreed that the study provided the information necessary to allow the LOSS construction project to proceed. The Port awarded the bid for construction of the LOSS system to the lowest responsible bidder Rraco of Spokane, Washington. Construction will commence in June.

NEW BUSINESS

Resolution 15-419 – Accepting City of Clarkston Franchise Ordinance No. 1539

The manager presented Resolution 15-419 which provides for the acceptance of the City of Clarkston Franchise Agreement with the PUD. The franchise allows the PUD to construct, operate and maintain a water distribution system in and over and along city streets, alleys and other city property. The Clarkston City Council approved the franchise agreement by Ordinance No. 1539 at their meeting held on Monday, May 11, 2015.

The manager stated that the original franchise was approved by Ordinance No. 1027 in June 1987 becoming effective May 1, 1987. This franchise had a 25 year term which expired in May 2012 but by state law remains in force until a new franchise is adopted. The current franchise has a term of 30 years expiring in May 2045. The Ordinance language requires PUD acceptance of the franchise agreement within 30 days of April 27, 2015 which was the first reading of the Ordinance. Counsel reviewed and approved the language in the franchise.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve Resolution 15-419 accepting the City of Clarkston Franchise Ordinance Agreement No. 1539. The question was called for on the motion. The motion passed 3-0.

Water Drainage Line Usage Interlocal Agreement with Asotin County

The manager presented an Interlocal Agreement with Asotin County and their Regional Stormwater Program providing for the use of the PUDs water drainage line on 18th Avenue for the purposes of capturing and transporting stormwater. The drain line was originally connected to the filtration plant and extends east from the PUD property at 1500 16th Avenue and extending on Pound Lane to 13th Street, then to 18th Avenue down to Walk Lane and ending at a location east of Highway 129.

The manager stated that the County will modify the drainage line in several locations with the construction of drywells and catch basins to provide for stormwater runoff. Only large stormwater events will result in water going into to the drain line and into a settling pond which will be constructed near the end of the line in an area between Highway 129 and 18th Avenue.

The manager stated that in return for the use of our drainage line the County will pay \$2,500.00 annually to the PUD. He stated that this Agreement will save the County from having to spend thousands of dollars to construct and install a stormwater drain line. The Agreement is for a period of fifty (50) years. Counsel stated that he felt that the 50 years should be broken up in 10-year increments so that the fee associated with use of the line could be revisited on regular intervals. He requested tabling of discussion and action on the Agreement until he has time to review and revise the term of the Agreement.

MOTION by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to table further discussion and action on the Water Drainage Line Usage Interlocal Agreement with Asotin County allowing Counsel time to review and revise the term of the Agreement. The question was called for on the motion. The motion passed 3-0.

Public Employee Retirement System

The manager stated that at the last meeting he was directed to research Commissioners eligibility for enrollment in the Washington State Public Employee Retirement System (PERS). The manager reported the PUD elected officials are eligible to enroll in PERS. One of the primary eligibility criteria is determined by monthly salary. If an elected official's salary is 90 times the state minimum wage then they are eligible. Asotin PUD Commissioners became eligible on January 1, 1999 when the State Legislature raised the monthly salary from \$200 to \$900 per month.

Staff at PERS requested contact information on each commissioner whom they will be contacting by letter asking each if you would like to enroll. Once enrolled they will request from the PUD commissioner wages and hours worked on PUD business back to your current term. They will then calculate the employer and employee costs and will provide us with those amounts. Once those are satisfied then they will go back to January 1, 1999 and determine what the buyback costs will be.

MANAGER'S REPORT

Heights Reservoirs Interior Recoating Project – the manager reported that the Clarkston Heights Reservoirs Interior Recoating project is complete with the 2 million gallon reservoir back in service. Retainage will be paid once Labor and Industry documentation is satisfied.

Pressure Reduction Valve Project – The manager reported that the crew will be installing a new Pressure Reduction Valve (PRV) near the intersection of 16th Street and Chestnut Street tomorrow May 27th. The current, dilapidated PRV will be abandoned.

Port of Wilma Well No. 2 Motor Starter – The manager reported the motor starter at Well No. 2 in the Port of Wilma has been replaced and the well is operational.

Valve Maintenance Trailer Training – The manager and PUD staff provided the Commission with a demonstration of the computer operated valve maintenance trailer and the InfoMap system that is utilized by the valve trailer and incorporates into the PUD GIS Mapping System. The trailer has a vector system that has been utilized extensively.

Financial Report – Treasurer Bob Sisco provided the Commission with a financial report. Revenue through April is at \$1.18 million and expenses are \$1.60 million. The large difference is due to the payments to the contractor for the Clarkston Heights Reservoirs Interior Recoating Project. Total operating funds available is \$2,080,372.

COMMISSIONER'S REPORT

Commissioner Ridge attended the Northwest Public Power Association Annual Conference in Anchorage, Alaska, May 18-22. She stated that this year is NWPPA's 75th Anniversary and many activities were planned around celebrating this milestone. Resource and reliability were the primary topics of the conference. She stated that seven members retired from the board this year. The outgoing president was Ken Weiss, Anatone resident and Clearwater Power Company board member.

Commissioner Nuxoll stated that the Watershed Planning Unit meeting planned for Thursday, May 21st was postponed due to lack of information for planning purposes.

Commissioner Hicks stated that he will be attending the Public Utility Risk Management System (PURMS) meetings at the Pacific Underwriter's office in Burien, Washington on June 2-3.

The manager reported that he, Commissioner Ridge and Operations Foreman Joe Louis will be attending the American Water Works Association Annual Conference in Anaheim, California June 7-11. Commissioner Ridge and the manager will not be in attendance at the June 9th meeting.

ADJOURNMENT

There being no further business the meeting was adjourned at 6:00 p.m.