

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
May 26, 2020

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President Judy Ridge presiding, the Public Utility District No. 1 of Asotin County Meeting was called to order at 10:00 a.m. The meeting was held by teleconference in accordance with the Washington State Governor’s Proclamation 20-28, dated March 24, 2020, due to the novel Coronavirus (COVID-19) and Proclamation 20-28.3, dated May 12, 2020, extending the original and subsequent Proclamations.

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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 May 12, 2020 Regular Meeting with an amendment to the Accounts Payable Voucher approval, adding Electronic Vouchers #20051301 and #20052601 and increasing the total amount to \$293,727.54 and payment of Electronic Payroll Vouchers #5540EFT – #5556EFT in the amount of \$36,592.33 and Electronic Accounts Payable Vouchers #20051501, #20052001, #20052002 and #20052003 and Accounts Payable Vouchers #40737 – #40763 in the amount of \$38,819.63. The question was called for on the motion. The motion passed 3-0.

COVID-19 UPDATE

The manager reported that on Monday, May 18, due to the lack of new COVID-19 cases, the state authorized Asotin County to move to Phase 2 of the four-phase plan for reopening. Non-essential businesses, shuttered due to the outbreak, were allowed to reopen as long as protocols identified by the state, were followed. The Governor’s Stay Home, Stay Healthy Order is scheduled to end at midnight on Sunday, May 31 along with the Open Public Meetings Act, requiring public meetings to be held remotely without the public in attendance. He stated that it is hope that these Proclamations will not be extended and that the Board could meeting in person at the next regular scheduled meeting on June 9th.

The manager stated that delinquent accounts continue to be addressed by customer service staff with good success. At the end of business last Friday, 57 customers responded with payments out of 90 doors tagged for billing cycles 1-3. He reported that revenue from shut-offs and disconnects due to non-payments are down approximately \$20,500. A letter was sent to commercial customers on Wednesday, May 13, recommending that they flush water through their plumbing system before use by customers and staff. Water that sits stagnant for an extended period of time in building plumbing lines decreases water quality and becomes susceptible to waterborne pathogens. The letter directed customers to our Coronavirus Information webpage for more information and links to guidance documents.

MANAGER’S REPORT

Operations Activity – the manager reported that the operations crew completed the tie-over of customer service lines to the new water main on McCarroll Street and cut-off the old water main at the intersection of Libby Street and McCarroll Street. Poe Asphalt is behind schedule, due to the rain, and paving of McCarroll is now scheduled for June 1st. The crew will be replacing approximately 300 feet of 2-inch galvanized water main with 2-inch HDPE on College Court along with rebuilding 3 customer service lines prior to an asphalt overlay. Knife River will begin the 14th Street main replacement project the week of July 6th. A preconstruction meeting is scheduled for Wednesday, June 17th.

Developments – the manager reported that Debco Construction completed the installation of sewer main in Mitch Dimke’s multi-family residential development on Dustin Loop. Customer sewer laterals were stubbed to two lots outside of the development for future connection. Mr. Dimke paid his water and sewer connection fees for the development and the crew tapped the water main and installed the vault and 6-inch water meter that will serve the development. Tomorrow, Nuxoll Builders’ contractor will begin installation of the sewer main for their 6th Avenue residential development.

Administrative – the manager reported that a draft Board Governance Policy has been completed and reviewed by management staff. A draft copy will be provided prior to the June 9th Board meeting. A workshop to review and discuss the draft policy is recommended. The Board concurred.

COMMISSIONER’S REPORT

Commissioner McCall remotely joined the Washington PUD Association (WPUDA) Water Committee COVID-19 meetings scheduled for May 14th and May 21st. He reported that information continues to be much of the same with PUDs updating the Committee on work and policies including information about protocols required for contractor construction sites.

Commissioner’s Ridge and McCall remotely joined the WPUDA Annual Business meeting on May 22nd. Commissioner McCall reported that an election of officers was held. Skamania County PUD Commissioner Liz Green was elected President, Jefferson County PUD Commissioner Kenneth Collins moved into the Vice-President's position and Chelan County PUD Commissioner Garry Arseneault was elected to serve as Secretary. Executive Director George Caan stated that meetings in June and July will continue to be held remotely.

Commissioner McCall will be remotely joining the final WPUDA Water Committee COVID-19 meeting scheduled for May 28th.

Commissioner Ridge will be remotely joining the Public Power Council meeting on June 4th.

ADJOURNMENT

There being no further business the meeting was adjourned at 10:21 a.m.