

PUBLIC UTILITY DISTRICT NO. 1
OF ASOTIN COUNTY, WASHINGTON
MEETING MINUTES
June 23, 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 20-28.5, dated June 18, 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 Greg McCall and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the June 9, 2020 Regular Meeting and payment Electronic Payroll Vouchers #5574EFT – #5590EFT in the amount of \$36,585.98 and Electronic Accounts Payable Vouchers #20061901, #20061902 and #20061903 and Accounts Payable Vouchers #40822 – #40857 in the amount of \$62,446.25. The question was called for on the motion. The motion passed 3-0.

COVID-19 UPDATE

The manager reported that on Thursday, June 18, the proclamation requiring public meetings to be held remotely with remote public access was extended. The Proclamation is now 20-28.5 and is effective through July 1, 2020 at midnight. On Friday, June 12, the Washington PUD Association sent a letter to the Governor expressing concerns over Proclamation 20-23.4 which prohibited the disconnection and charging of late fees to utility customers and required utilities to develop a COVID-19 Customer Support Program and post them prominently on websites by July 10th. The proclamation also makes the Utilities and Transportation Commission (UTC) the single point of contact. At issue is the undermining of local control and unnecessary mandates. The proclamation states that violators of this order may be subject to criminal penalties. Our utility followed up with its own letter to the Governor on Thursday, June 18. The Proclamation was updated the same day to 20-23.5 but the language has not changed. The Customer Support Program guidance document, that is referenced in the proclamation, was removed from the Governor’s website and is still unavailable. The manager stated that the next regular meeting is July 14th and much could change by then. He reported that revenue from delinquent accounts fees and disconnects is down approximately \$25,000. The total dollar amount of delinquent accounts past due is \$16,923. \$5,200 of the delinquent amount is from a rental management company. 160 door tags for billing cycles 4-6 will go out this week. 41 of the 66 door tags for billing cycles 1-3 were paid.

OLD BUSINESS

There were no items presented under Old Business.

NEW BUSINESS

Resolution 20-477 – Declaring an Emergency for Repair of Well No. 5

The manager presented Resolution 20-477 which provides for the declaring of an emergency and waiving of the bidding requirements in order to allow for immediate repair and replacement of components for Well No. 5 due to a failure in operation.

On Thursday, June 11 staff noticed that Well No. 5, located on 3rd Avenue, had a vibration below the surface while operating. The vibration was intermittent but was definitely noticeable. The well was checked again on Friday with Bob Wimer and Craig Riehle in attendance to verify. After the test run, Jim Socci from Specialty Pump was called requesting him to come and inspect the well.

Mr. Socci and his staff were able to visit Well No. 5 on Monday, June 15. After listening to the well, he stated that the components of the well; motor, column, column retainers, shaft, couplings/bearings and pump, will need to be pulled and inspected and the well would need to be videoed to ensure there was no issue inside the well. The motor appeared to be working fine but will need to be inspected and serviced. Specialty Pump cleared their scheduled, secured a crane and began taking the well apart on Tuesday, June 16. The motor was taken off first and sent to Spokane for inspection and servicing. There is 670 feet of column and the shaft is in 10-foot sections or 67 separate pieces coupled together. The weight of all components combined is approximately 40,000 pounds.

Specialty Pump completed the pulling of all components on Thursday, June 18 and the problems with the well are much greater than originally thought. The only portion of these components that is in good shape and will not need to be replaced is the stainless-steel shaft, which was installed in 2001. The shaft will be taken back to Specialty Pump's shop to be inspected and ensure that it is straight. The column, installed in 1995 when the well was rehabilitated, was the wrong strength of steel for the weight it carries and much of it is corroded and will need to be replaced. The couplings/bearings are also in bad condition and will also need to be replaced. The manager stated that the pump is badly corroded and we are fortunate that it was still attached to the shaft and column and didn't end up at the bottom of the 1,330 foot deep well. The steel bolts holding the pump bowls had deteriorated to the point that the bowls were starting to separate. The separation at each bowl, due to bolt deterioration, was causing the vibration. The bolts should have been stainless steel and the pump will have to be replaced.

The manager stated that since we will be purchasing a new pump, he asked Mr. Socci to look at the pump curve and the motor to see if the pump can be upsized so we can increase the production of the well. The estimated cost of servicing the motor and replacing the components mentioned including the cost of using Specialty Pump to take the well apart and put it back together, inspecting various components and the cost of the crane for removing and replacing the well is \$125,000. We are in the peak of our pumping season and we need to get the well operational as soon as possible.

MOTION by Commissioner Don Nuxoll and seconded by Commissioner Greg McCall to adopt Resolution 20-477 declaring an emergency, waiving bid requirements and authorizing the General Manager to expend funds necessary to provide for the immediate repair of Well No. 5 and replacement of necessary components. The question was called for on the motion. The motion passed 3-0.

MANAGER'S REPORT

Operations Activity – the manager reported that the crew completed installation of approximately 600 feet of 6-inch steel water main, with 6-inch PVC, on 10th Street between Fair and Bridge Streets. The main line was chlorinated, flushed and sampled. The water quality sample came back satisfactory and the crew has begun the replacement and tie over of 19 customer services lines to the new water main. This project will be completed by month end. A preconstruction meeting with Knife River was held on Wednesday, June 17 to discuss the 14th Street main replacement project. Knife River stated that they will begin the project on Monday, June 29 and estimate they will complete the project by the first week in August. Due to the rainfall, production is down 40 million gallons in June. There has been 4 ½ inches of rain in a month and a half or approximately 1/3 of our annual rainfall.

WWTP Sewer Flow Meters – the manager reported that calibration of our sewer flow meter at the City of Clarkston Wastewater Treatment Plant (WWTP) and the City’s outflow meter is conducted annually. After the January 24, 2020 calibration by a local firm, we noticed a significant increase in the flow from our meter at the WWTP. By month end we realized we had another issue as the WWTP outflow meter, owned by the City, was registering lower than usual. Historically the PUD is approximately 30% to 33% of the total flow of the plant and suddenly we were in the 42% to 45% range. We had contacted a meter expert to come and check the calibration for independent verification and he was scheduled for a visit in March but COVID-19 halted our plans. On June 10th the technician arrived and conducted his calibration on both meters. It was discovered that our flow meter was not calibrated correctly and was registering too high. Likewise, it was discovered that the WWTP outflow meter was also mis-calibrated and was registering too low. Until the verification of the calibration of the sewer flow meters, we were paying the City wastewater treatment bills, which were approximately \$20,000 per month higher than expected. The May treatment bill has not been paid and we are awaiting the report from the calibration and verification of the plant totals from the WWTP before informing the City of our findings.

2019 Audit – the manager reported that the review of the audit by the audit supervisor is complete. Our auditor stated that he will be following up on comments from the supervisor in the next couple of days. He stated that they should be close to concluding the audit with results available soon.

COMMISSIONER’S REPORT

Commissioner McCall remotely joined a special called WPUDA Board of Directors meeting on Friday, June 12 to discuss the extension and additions to the Governor’s Proclamation 20-23.4. The Board discussed the Proclamation and the letter developed by Executive Director George Caan. He stated that individual PUDs were encouraged to write their own letter to the Governor expressing their concerns.

Commissioner McCall will be remotely joining the WPUDA Water Committee quarterly meeting on Thursday, June 25.

Commissioner Nuxoll will be remotely joining the Public Utility Ricks Management System (PURMS) Administrative Committee meeting on Wednesday, June 24. He stated that plans for the PURMS Semi-Annual Executive Committee and Board meetings, scheduled as an in-person meetings in Burien, Washington on Wednesday, July 1 and Thursday, July 2, are currently tentative.

ADJOURNMENT

There being no further business the meeting was adjourned at 10:35 a.m.