

PUBLIC UTILITY DISTRICT NO. 1  
OF ASOTIN COUNTY, WASHINGTON  
MEETING MINUTES  
March 8, 2022

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

MINUTES OF MEETING AND VOUCHER APPROVAL

**MOTION** by Commissioner Judy Ridge and seconded by Commissioner Don Nuxoll to approve the consent agenda approving the minutes of the February 22, 2022 Regular Meeting and payment of Payroll Vouchers #2095 – #2097 and Electronic Payroll Vouchers #6287EFT – #6303EFT in the amount of \$41,224.11 and Electronic Accounts Payable Vouchers #22030401, #22030402, #22030403, #22030701, #22030702, #22031701 and #22032501 and Accounts Payable Vouchers #42597 – #42645 in the amount of \$281,820.16. 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

There were no items presented under New Business.

MANAGER’S REPORT

Operations Activity – Staff continues to work on annual water and sewer system maintenance including the flushing of water mains, exercising of valves and maintenance of pressure reduction valves (PRV).

Delinquent Accounts and Collections Update – One customer, who represents a large portion of the total delinquent account balances, made payment on their payment arrangements at the 11th hour averting shut-off of their properties. All closed accounts have been paid off and they have eliminated their bad debt. Current bills along with delinquent balances will need to be paid monthly to ensure continuation of service. Progress has been made as they made the payment on time today, on a current account.

Development Activity – The Asotin County Justice Center Developer Extension Intergovernmental Agreement is still under review by the County due to the bid being delayed on the Center to ensure the meeting of fire flow requirements. Today, Western Construction completed connection of the Center’s sewer line into a new sewer manhole they installed on the main located on 6th Avenue near 27th Street. The manager and staff met with the developer of the Bennett Hill subdivision and his engineer on Thursday, February 24 to finalize water and sewer main extensions, siting of a PRV and looping of water line from Allen Drive to Dustan Loop. Looping of the line will be paid for by the PUD including the installation of the PRV. Several modifications are needed to the plans to meet PUD requirements. The 12-unit rental development plans were also reviewed and modifications are needed to meet PUD requirements. A draft of the Developer Extension Agreement has been provided and is under review by the developer. The Developer Extension Agreement, for Phase 2 of the Appleside Townhomes, was executed by the developer and PUD on Thursday, February 24. The Developer has selected M.L. Albright and Sons to complete the water and sewer main extension into the subdivision.

2022 Capital Improvement Projects – Crea Construction executed the contract agreement for the Libby Street Water Main Replacement Project and provided the required payment and performance bonds and liability insurance certificate. A Notice to Proceed has been given. A preconstruction meeting was held this morning and work is scheduled to begin Monday, March 14. The project will be broken into 2 phases, of approximately equal distances of 1,625 feet, and they will pave after each phase is complete. Phase 1 will be 13th to 11th Streets and Phase 2 will be 11th to 6th Streets. Customer's will be notified by letter this week regarding the water line replacement project. The manager contacted the Department of Health (DOH) and spoke with the Drinking Water State Revolving Fund Manager, Corina Hayes, regarding the Federal Infrastructure Investment and Jobs Act funding to see how the PUD could leverage debt and loan forgiveness to address larger water main replacement projects that will require significant resources. DOH is waiting on guidance regarding project funding.

Administrative Activity – Asotin County continues to work on updating the Asotin County Franchise Agreement. Operations crew members Colt Heger and Travis Hagen earned their Commercial Driver's License. Brittne Purington successfully completed her initial employment probationary period. The state mask mandate ends at midnight Friday, March 11. The PUD office will fully reopen, without restrictions, on Monday, March 14.

#### COMMISSIONER'S REPORT

Commissioner Ridge attended a virtual Public Power Council (PPC) meeting on Thursday, March 3. She reported that PPC has been focused on the development of the draft of a Bonneville Power Administration (BPA) concept paper on Post-2028 rates. The goal is to have a final draft to BPA by Thursday, March 31. Some PPC members voiced their concern that the deadline is too soon. PPC stated that the Post-2028 focus will be on resource adequacy and power sales. BPA's new Vice-President and General Counsel spoke regarding relationships and stated BPA wants to be transparent in all processes.

Commissioner Ridge will virtually attend a PPC Forum of Elected Utility Leaders (FUEL) meeting on Friday, March 11.

Commissioners McCall and Ridge will virtually attend Washington PUD Association meetings March 16-18.

#### ADJOURNMENT

There being no further business the meeting was adjourned at 6:10 p.m.