

**MINUTES OF THE REGULAR  
MEETING OF THE COMMISSION**

**September 26, 2023**

**1. Call to Order | Pledge of Allegiance**

The regular meeting of the Board of Commissioners of Public Utility District No. 1 of Whatcom County was called to order at 8:15 a.m. by Commissioner Atul Deshmane. Said meeting was open to the public and notice thereof had been given as required by law. Those present included: Commissioner Atul Deshmane, Commissioner Christine Grant; Commissioner Jaime Arnett and Legal Counsel Jon Sitkin. Staff: Chris Heimgartner, General Manager; Assistant General Manager Brian Walters; Andrew Entrikin, Broadband Program Manager; Ann Grimm, Executive Assistant; Annette Smith, Director of Finance; Rebecca Schlotterback, Manager of Contracts and Regulatory Compliance; Aaron Peterson, IT/SCADA Technician; Mike Macomber, IT/SCADA Technician; Traci Irvine, Accountant I; Garrett Love-Smith, Project Manager; and Kurt Wank, Director of Utility Operations.

Public attending:

Dave Olson, Citizen

Jack Wellman, Puget Sound Energy

**2. Approval of Agenda**

**ACTION:** Commissioner Grant made the motion to APPROVE THE AGENDA OF SEPTEMBER 26, 2023. Commissioner Arnett second the motion. Motion passed unanimously.

**3. Approval of Consent Agenda**

- a) Approval of Meeting Minutes of the Special Meeting of September 11, 2023;
- b) Approval of Meeting Minutes of the Regular Meeting of September 12, 2023;
- c) Approval of Meeting Minutes of the Special Meeting of September 19, 2023;
- d) Approval of the Claims of September 26, 2023:

<b>VENDOR NAME</b>	<b>AMOUNT</b>
ALL SEASON SPRAYING	1,744.12
ALUMICHEM CANADA INC (formerly WATERHOUSE ENV.)	62,891.80
BONNEVILLE POWER ADMINISTRATION	580,514.00
CENTRAL WELDING SUPPLY	96.48
CESCO NEW CONCEPT CHEMICAL PRODUCTS	148.95
CHMELIK SITKIN & DAVIS	20,456.00
COMCAST	191.61
COMCAST - NWRC	300.00
CONNER, ERIC	536.56
CONSOR NORTH AMERICA, INC.	59,276.93
CULLIGAN NORTHWEST	322.26
DIGITAL BOUNDARY GROUP, INC.	30,700.00
EDGE ANALYTICAL LABORATORIES	24.00
FASTENAL	53.79
FEDERAL EXPRESS	58.19
FERNDALE ACE HARDWARE	84.92
GRAINGER	149.63
GRAY MATTER SYSTEMS, LLC	9,191.00
HACH COMPANY	325.32
HARDWARE SALES, INC	34.26
HD FOWLER CO, INC	29.55
HOLLAND & HART LLP	4,021.00
INTERNAL REVENUE SERVICE	20,613.19
LES SCHWAB TIRE CENTER	1,046.62
MASSMUTUAL RETIREMENT SVCS LLC	12,500.00
NORTH COAST ELECTRIC COMPANY	3,094.95
P&P EXCAVATING, LLC	13,954.47
PACIFIC POWER BATTERIES	152.32
PAYLOCITY	183.16
PAYROLL	231,621.24
PLATT ELECTRIC SUPPLY CO	461.18
PUGET SOUND ENERGY, INC	3,417.62
SOUND WATER SERVICES	3,356.00
SPECIAL-T STRIPING & SIGN COMPANY	652.80
TENABLE, INC.	14,081.04
TUPPER MACK WELLS PLLC	15,968.50
WA FEDERAL VISA CARD MEMBER SERVICES	5,216.33
WA ST DEPT OF ECOLOGY-CASHIERING	780.00
WA ST DEPT OF REVENUE - EXCISE TAX	75,290.83
WESTERN CONFERENCE OF TEAMSTERS	9,317.00
WINDWOOD ENTERPRISES INC.	3,138.54

**GRAND TOTAL**

**\$1,185,996.16**

**ACTION:** Commissioner Grant made the motion to APPROVE THE CONSENT AGENDA OF SEPTEMBER 26, 2023. Commissioner Arnett second the motion. Motion passed unanimously.

4. **Public Comment** – None made.

5. **General Manager's Report**

- Will be attending the WPUA Water Workshop this week, returning early for a Watershed Management Board meeting.
- Will provide the bulk of his report in Executive Session.

6. **Old Business**

a) **Broadband Program Update**

- Entrikin updated on the status of WA State Broadband Office: Point Robert's contract moving ahead, now being reviewed by WA Department of Commerce's budget office;
- Sitkin is reviewing a Telecom Franchise Agreement with Whatcom County;
- WA State Broadband Office has released their Five-Year Action Plan.

b) **Adjudication Update**

Sitkin reported:

- Majority of update will be in Executive Session;
- Hopes to attend the WPUA Water Workshop this week;
- An Executive Session will be planned with other water rights attorneys (Tupper, Mack, Wells) on October 24, 2023.
- Will be presenting at *American Water Works Association* regional meeting on adjudication.

7. **New Business**

a) **Approve Resolution No. 833 – Cancellation of Warrant**

Irvine stated a warrant issued to Digital Boundary Group, in the amount of \$30,700.00, issued on July 11, 2023, needs to be cancelled because it was deemed lost in the mail and has not been tendered. A new warrant will be issued in today's claims.

**ACTION:** Commissioner Grant made the motion to APPROVE RESOLUTION NO. 833 AUTHORIZING CANCELLATION AND REISSUE OF WARRANT. Commissioner Arnett second the motion. Motion passed unanimously.

b) **Commission Priority Discussion**

The Commission discussed prioritization of their top items in the Strategic Plan.

**ACTION:** No action taken. Information only.

8. **Operations Report**

Walters reported on the following:

- Two major projects are now complete, on time and within budget: Plant 2 East Pond Cleaning and Rooftop Solar at Plant 2;
- A real-time link to solar output data will be added to the website.
- Plant 1 intake screens were cleared of sediment buildup; the sediment is then piped under Ferndale Road and deposited into one of the sediment basins. Walters indicated large amounts were cleared this year. Plant 2 screen cleanings were put on hold due to recent rainfall and river turbidity issues;
- New Bonneville Power Administration's rate period begins on October 1, 2023, including replenishment of Energy Efficiency Incentive Credits Budget. The total energy the District purchased from BPA during BPA's FY 2023 will become the base amount for the District's Tier 1 priced allocation under the new contract starting in 2028. There may be some minor adjustments to the base amount.
- A projects update will be included at the next regular meeting.

9. **Commissioner Reports**

Deshmane:

- Attended the Washington Public Utility Districts Association (WPUA) committee meetings last week in Richland;
- Met with Greg Hanson, Mayor of Ferndale;
- District tour/meet and greet with Representative Timmons is planned for November 9, 2023;
- WPUA encourages connecting with legislators to inform them about the association's processes.

Arnett:

- Attended the WPUA Committee Meetings last week via Zoom; commented on the geo-thermal information which was presented there;

- Attended the WPUA Executive Board meeting – announced Liz Anderson has been chosen as Executive Director.

Grant:

- Has had several meetings regarding energy supply;
- Emailed Representative Timmons regarding any state funding for water assistance (Grandview and smaller water associations);
- Planning to meet with someone who has been suggested for assistance in Strategic Planning, executive coaching and the like;
- Meeting with Senator Liz Lovelett and Representative Debra Lekanoff to discuss energy supply issues.

**10. Public Comment** – None made.

**11. Executive Session**

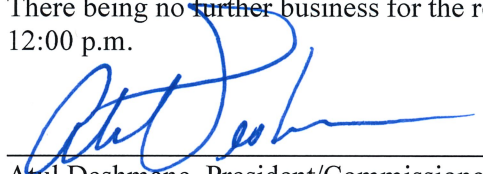
Commission President Deshmane requested an Executive Session pursuant to RCW 42.30.110(1)(i): Potential Litigation; and RCW 42.30.110(1)(g): To review the qualifications and/or performance of a public employee. Estimated time for Executive Session was one and a half hours. The Commission President indicated no action was anticipated to be taken after the adjournment of Executive Session. After a short recess, the Commission adjourned to Executive Session at 10:00 a.m.

**Executive Session Adjourn**

There being no further business for Executive Session, the Commission rejoined the Regular Commission Meeting at 11:59 a.m.

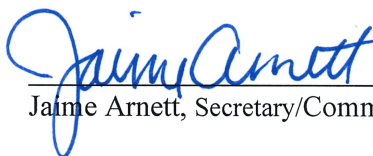
**12. Adjourn**

There being no further business for the regular meeting, Deshmane adjourned the regular meeting at 12:00 p.m.



Atul Deshmane, President/Commissioner

Christine Grant, Vice President/Commissioner



Jaime Arnett, Secretary/Commissioner

**Commission Clerk Note:**

Video recordings of the Whatcom PUD Commission Meetings are available online at the following link on the PUD's Website: <https://www.pudwhatcom.org/the-commission/2023-agendas-packets-meeting-minutes-recordings/>