

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

October 10, 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 Jaime Arnett and Legal Counsel Jon Sitkin and Peter Ruffatto. Commissioner Grant's absence was excused. 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; Paul Siegmund, Manager of Automation and Technology; Aaron Peterson, IT/SCADA Technician; Devin Crabtree, Chief Water Operator; Jon Littlefield, Electric System Supervisor; 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

Rick Maricle, Citizen

2. Approval of Agenda

ACTION: Commissioner Arnett made the motion to APPROVE THE AGENDA OF OCTOBER 10, 2023. Commissioner Deshmane second the motion. Motion passed unanimously.

3. Approval of Consent Agenda

- a) Approval of Meeting Minutes of the Regular Meeting of September 26, 2023; and
- b) Approval of the Claims of October 10, 2023:

VENDOR NAME	AMOUNT
ALUMICHEM CANADA INC	31,339.40
AT&T MOBILITY	1,798.03
BAY CITY SUPPLY	665.28
BELLINGHAM HERALD	674.22
CONNER, ERIC	109.45
CORNERSTONE MANAGEMENT, INC.	602.00
ENVIRO-TECH DIVING, INC.	50,950.44
EXACT SCIENTIFIC SERVICES INC.	27.00
FERNDALE ACE HARDWARE	89.54
GATEWAY CONTROLS	2,446.65
HARDWARE SALES, INC.	158.10
HD FOWLER CO, INC	1,307.12
HEALTH PROMOTIONS NORTHWEST	150.00
MANAGEMENT SERVICES NW	689.61
NORTHWEST CASCADE, INC.	128.50
NORTHWEST FIBER DBA ZIPLY FIBER	1,423.23
NP INFORMATION SYSTEMS (3-D CORP)	269.82
P&P EXCAVATING, LLC	1,867.92
PLATT ELECTRIC SUPPLY CO	270.94
PUD #1 OF WHATCOM COUNTY	10.79
PUGET SOUND ENERGY, INC	6,788.90
REGENCE BLUE SHIELD	47,862.89
REISNER DISTRIBUTION, INC	1,129.38
RICOH USA	148.98
SHRED-IT USA	57.31
SMITH MECHANICAL	1,729.93
SSC - SANITARY SERVICE COMPANY	615.59
TEAMSTER LOCAL #231	616.00
UNITED WAY OF WHATCOM COUNTY	742.00
UTILITIES UNDERGROUND LOCATION	28.38
WA ST DEPT TRANSP-NW REGION	146.61
WASHINGTON DENTAL SERVICE	2,941.95
WASHINGTON TEAMSTERS WELFARE	13,273.40
WHATCOM JANITORIAL	1,430.00
WHISTLE WORKWEAR	264.34
WILSON ENGINEERING, LLC	1,302.00

GRAND TOTAL

\$174,055.70

ACTION: Commissioner Arnett made the motion to APPROVE THE CONSENT AGENDA OF OCTOBER 10, 2023. Commissioner Deshmane second the motion. Motion passed unanimously.

4. **Public Comment** – None made.

5. **General Manager's Report**

- Sitkin reported on *Engrossed Second Substitute House Bill 1216* pertaining to clean energy and issues pertaining to more efficient and effective siting and permitting of clean energy projects. He has also located additional information regarding geothermal sites in the US.

6. **Old Business**

a) **Broadband Program Update**

- Entrikin updated on the status of WA State Broadband Office: Point Robert's contract moving ahead; an addition to the state grant, a direct capital allocation has been approved (\$218,000) to the PUD; and Whatcom County is reviewing their contribution of matching dollars.

b) **Adjudication Update**

- Filing will occur in April 2024;
- Discussions with DOE, the status on notice of service, and other items of concern are being considered.

7. **New Business**

a) **Approve Resolution No. 834 - Authorizing Point Roberts Broadband Fiber Optic Network Agreements**

The resolution allows the General Manager to enter into grant agreements with the Washington State Department of Commerce/Washington Broadband Office for fiber infrastructure to Point Roberts.

ACTION: Commissioner Arnett made the motion to APPROVE RESOLUTION NO. 834 AUTHORIZING THE GENERAL MANAGER TO EXECUTE ALL AGREEMENTS NECESSARY TO ENTER INTO GRANT AGREEMENTS WITH WASHINGTON STATE BROADBAND OFFICE (WSBO), TO BRING FIBER OPTIC INFRASTRUCTURE TO THE POINT ROBERTS COMMUNITY, SUBJECT TO FINAL LEGAL REVIEW AND CONTRACT CORRECTIONS. Commissioner Deshmane second the motion. Motion passed unanimously.

b) **Approve Professional Consulting Services Agreement with Performance Information Technologies**

The agreement covers SCADA support services for the District under a three-year agreement.

ACTION: Commissioner Arnett made the motion to APPROVE THE PROFESSIONAL CONSULTING SERVICES AGREEMENT WITH PERFORMANCE INFORMATION TECHNOLOGIES FOR SCADA SUPPORT SERVICES, AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT. Commissioner Deshmane second the motion. Motion passed unanimously.

c) **Projects Update**

Director of Utility Operations Kurt Wank presented an update with photos on recent District projects.

ACTION: No requested action taken or requested. Information only.

d) **Approve Resolution No. 835 – Amending Administrative Employees' Compensation Policy**

The resolution will approve a new job description and salary range for *Director of Broadband and New Power Supply*; and will amend the current job description for the *Assistant General Manager*.

ACTION: Commissioner Arnett made the motion to ADOPT RESOLUTION NO. 835 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PUBLIC UTILITY DISTRICT NO. 1 OF WHATCOM COUNTY (“DISTRICT”) AMENDING THE POLICY FOR EMPLOYEE COMPENSATION FOR ADMINISTRATIVE EMPLOYEES FOR THE PURPOSE OF ADDING A NEW JOB DESCRIPTION AND SALARY RANGE AND UPDATING A CURRENT JOB DESCRIPTION. Commissioner Deshmane second the motion. Motion passed unanimously.

8. **Operations Report**

Walters reported on the following:

- Last week, an incident at Plant 1 forced all high-head pumps to shut down; water and electric on-call crews responded, found and fixed the problem. In the meantime, Plant 2 ramped up to maintain water service to all industrial water customers until service could be restored at Plant 1. Phillips 66 staff appreciated the quick response and restoration of service. Although there was a drop in water pressure on the system, water continued to be delivered there was no damage incurred or loss of

processes at the refinery due to the incident. Maintenance issues at Plant 1 are beginning to escalate and at some point, the plant will need to be rebuilt.

- Bonneville Power Administration's rate period ended on September 30. The PUD purchased 26.2 average megawatts (26.2 aMWs) for FY 2023. This amount is about an average megawatt short of our current allocation of Tier 1 Power, under the current contract. Unless the District can persuade Bonneville to adjust the 26.2 aMWs upward, it will be our base allocation for Tier 1 power under the new "Provider of Choice" 2028 power contract.

9. Commissioner Reports

Deshmane:

- Attended the Public Power Council Meetings last week;
- Attending WPUDA meetings in November;
- Wants to hold a broadband meeting to discuss NoaNet's proposal.
- Attended the WPUDA water workshop.
- Attending the next Small Cities meeting on Oct. 17.

Arnett:

- Water issues are of most importance right now. There was no WRIA1 board meeting as planned; she wants to know better how the work is being accomplished, mainly related to the Five-Year Plan. Schlotterback explained the process and different levels of staff teams, management teams, etc. since the inception of WRIA1 in the 1990s.

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 – Water Rights Adjudication and General. Estimated time for Executive Session was 45 minutes. 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 9:59 a.m.

Executive Session Adjourn


There being no further business for Executive Session, the Commission rejoined the Regular Commission Meeting at 10:40 a.m.

12. Adjourn

There being no further business for the regular meeting, Deshmane adjourned the regular meeting at 10:41 a.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/>