

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

May 24, 2022

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 8:02 a.m. by Commissioner Christine Grant. Said meeting was open to the public and notice thereof had been given as required by law. Those present in person included Commissioner Christine Grant, Commissioner Atul Deshmane and Commissioner Mike Murphy; Legal Counsel Jon Sitkin; Staff: Chris Heimgartner, General Manager; and Ann Grimm, Executive Assistant. Staff attending via Zoom: Brian Walters, Assistant General Manager; Steve Jilk, In-House Consultant; Rebecca Schlotterback, Manager of Contracts and Regulatory Compliance; Annette Smith, Director of Finance; Paul Siegmund, Manager of Automation and Technology; Aaron Peterson, IT/SCADA Technician; Mike Macomber, IT/SCADA Technician; Andrew Entrikin, Broadband Program Manager; Traci Irvine, Accountant I; and Jon Littlefield, Electric System Supervisor.

Public attending via Zoom platform:
Carryn Vande Griend, PSE
Ralph Schwartz, Cascadia Daily News
Charles Baily, Citizen

Public attending in-person:
Lauren Turner, Phillips 66
Rick Maricle, Citizen

2. Approval of Agenda

(Recording Time on Video: 00:04:46)

ACTION: Commissioner Deshmane motioned to APPROVE THE AGENDA OF MAY 24, 2022. Commissioner Murphy second the motion. Motion passed unanimously.

3. Consent Agenda

(Recording Time on Video: 00:05:07)

- a. Approval of Meeting Minutes of the Regular Meeting, May 10, 2022; and
- b. Approval of the Claims of May 24, 2022:

VENDOR NAME	AMOUNT
APPLIED DIGITAL IMAGING	1,341.01
CENTRAL WELDING SUPPLY	217.05
CESCO NEW CONCEPT CHEMICAL PRODUCTS	123.81
CLEAN EARTH INC.	41.25
CORNERSTONE MANAGEMENT, INC.	5,106.77
EXACT SCIENTIFIC SERVICES INC.	25.00
FASTENAL	33.47
FERGUSON ENTERPRISES, INC	2,136.60
FERNDALE ACE HARDWARE	9.12
FERNDALE CITY OF	324.14
GUARDIAN SECURITY SYSTEMS, INC	84.71
HD FOWLER CO, INC	329.67
HEALTH PROMOTIONS NORTHWEST	150.00
HOLLAND & HART LLP	38,000.00
INDUSTRIAL SUPPLY, INC	198.20
JOHN DEERE FINANCIAL	101.93
LEEWARD STRATEGIES LLC	3,850.00
NORTHWEST CASCADE, INC.	118.50
NORTHWEST FIBER DBA ZIPLY FIBER	1,369.51
NORTHWEST MOWING & GARDENING	540.76
NP INFORMATION SYSTEMS (3-D CORP)	269.82
PUD #1 OF WHATCOM COUNTY	20.04
PUGET SOUND ENERGY, INC	931.64
REGENCE BLUE SHIELD	47,398.24
REISNER DISTRIBUTION, INC	1,519.20
RICOH USA	224.93
SMITH MECHANICAL	1,136.42
SPECIAL-T STRIPING & SIGN COMPANY	281.38

SSC - SANITARY SERVICE COMPANY	555.32
TEAMSTER LOCAL #231	567.00
UNITED WAY OF WHATCOM COUNTY	601.00
UTILITIES UNDERGROUND LOCATION	21.93
VERIZON WIRELESS	2,028.23
WA ST DEPT TRANSP-NW REGION	406.51
WASHINGTON DENTAL SERVICE	2,953.80
WASHINGTON TEAMSTERS WELFARE	12,775.00
WHATCOM FARMERS CO-OP	76.08
WHATCOM JANITORIAL	1,325.00
WHISTLE WORKWEAR	78.33

GRAND TOTAL **\$ 127,271.37**

ACTION: Commissioner Murphy motioned to APPROVE THE CONSENT AGENDA OF MAY 24, 2022. Commissioner Deshmane second the motion. Motion passed unanimously.

4. Public Comment *(Recording Time on Video: 00:05:30)*
None made.

5. Old Business

a. Broadband Program Update *(Recording Time on Video: 00:06:10)*

Entrikin reported that the Port/PUD broadband projects open house has been rescheduled for from Tuesday, June 7, 2022 to Tuesday, June 14, 2022, at the Ferndale Chamber of Commerce, located at 2007 Cherry Street, from 5:30 p.m. to 7:00 p.m. The special meeting’s date called at the last meeting will need to be amended. There will be no action taken at the meeting.

Entrikin also updated on:

- The next round of grant funding opportunities for broadband: The Community Economic Revitalization Board (CERB) grants open in July and Washington State Broadband Office will begin in August.
- *Broadband Mapping and Data Points Project* report is now posted on the District’s website.
- Presentation on Kitsap PUD’s *LUD broadband model* is on schedule for the June 14 Commission Meeting.

ACTION: Commissioner Deshmane motioned TO CHANGE THE DATE OF THE SPECIAL MEETING FOR BROADBAND PROJECTS OPEN HOUSE TO JUNE 14, 2022, FROM 5:30 TO 7:30 P.M., LOCATED AT THE FERNDALE CHAMBER OF COMMERCE, 2007 CHERRY STREET, FERNDALE, WA. Commissioner Murphy second the motion. Motion passed unanimously.

b. WPUDA Policy Positions Discussion *(Recording Time on Video: 00:22:20)*

A draft letter response to the remaining WPUDA policy position questions was discussed. Commissioner Deshmane said he would review this draft and provide changes to Heimgartner by Friday. A final draft will be prepared for the June 14 Commission Meeting.

ACTION: No action was taken.

c. WA State Public Works Board - Request for Information *(Recording Time on Video: 01:20:25)*

Walters has provided feedback on what barriers agencies experience in moving multi-system, integrated and green projects forward. The response document will be forwarded on to the Public Works Board.

ACTION: No action taken or requested of.

6. New Business

a. Approve 2023 Budget Development Schedule *(Recording Time on Video: 01:23:25)*

Smith provided the operating and capital budgets development schedule which allows time for discussing budget parameters, draft budget presentations, customer meetings, a public hearing, and final adoption:

2023 Budget Development Schedule	
Commission receives 2022 First Half Financial Report	August 9, 2022
Commission Work Session to discuss Budget Parameters	Sept. 13, 2022
Draft 2023 Budget presented to Commission	Oct. 25, 2022
Customer Meetings on Draft 2023 Budget	Nov. 1 – 3, 2022
Revised Budget Presentation Public Hearing for 2023 Budget	Nov. 22, 2022
2023 Budget/Rates approval	December 13, 2022

ACTION: Commissioner Murphy motioned to APPROVE THE SCHEDULE FOR THE DEVELOPMENT OF THE 2023 DISTRICT OPERATING AND CAPITAL BUDGET AND APPROVAL OF THE RATES AND CHARGES FOR WATER AND ELECTRIC SERVICE FOR 2023.

7. General Manager Report

(Recording Time on Video: 01:33:00)

Heimgartner gave his presentation on the *Future of the Electric Industry* to several staff members and Mayor Fleetwood with the City of Bellingham last week.

Update on Public Records Disclosure Request: Mr. Humphrey received the second installment of his request on May 15. Costs to date are approximately \$12,700 and several more installments are expected to be released.

8. Commissioner Reports

(Recording Time on Video: 01:34:00)

Murphy:

- Will be attending the *Whatcom Family Farmers* event tomorrow on “Solving Whatcom’s Water Crisis”. Heimgartner, Jilk and other staff members plan to attend. The event, at the NW WA Fairgrounds Farm Pavilion Center begins at 5 PM.

Deshmane:

- Also plans to attend “Solving Whatcom’s Water” event;
- Mentioned words of appreciation to Commissioner Murphy; after learning Murphy is not going to run for re-election.

Grant:

- Had a meeting with Angela Bennink, Kitsap PUD’s General Manager, to learn about Kitsap’s broadband Local Utility District (LUD) funding program and her June 14th presentation to our Commission.
- She would also like to begin planning the District’s employee awards/appreciate event with staff – it has been a long time since the last event.

9. Public Comment

(Recording Time on Video: 01:40:00)

None made.

10. Executive Session

(Recording Time on Video: 01:41:00)

Commission President Grant requested an Executive Session pursuant to RCW 42.30.110(1)(g) – Review/performance of a Public Employee: The estimated time for Executive Session was 60 minutes. The Commission President indicated no action is anticipated to be taken after the adjournment of Executive Session. Followed by a short recess, the Commission adjourned to Executive Session at 9:40 a.m.


- At 10:49 AM, an additional 10 minutes of Executive Session was requested.
- At 10:50 AM, an additional 10 minutes was requested.

Executive Session Adjourn

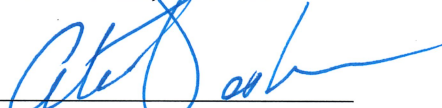
There being no further business for Executive Session, the Commission rejoined the Regular Commission Meeting webinar platform at 11:06 a.m.

11. Adjourn

There being no further business for the meeting, Commissioner Grant adjourned the regular meeting at 11:08 a.m.



Christine Grant, President



Atul Deshmane, Vice President

Mike Murphy, Secretary

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/2022-agendas-packets-meeting-minutes-recordings/>