

## PUBLIC UTILITY DISTRICT No. 1 of Whatcom County

Agenda for the Regular Meeting of September 10, 2024

8:15 a.m. at the PUD Office

(In-person, Zoom, & Teleconference)

1. Call to Order | Pledge of Allegiance
2. Approval of Agenda (2 minutes)
3. Consent Agenda (5 min.)
  - a) Approval of the Minutes of the Regular Meeting of August 27, 2024
  - b) Approval of Claims for September 10, 2024
4. Public Comment (10 minutes – Individual speakers: 3 min.)
5. General Manager Report (10 min.)
6. Operations Report (10 minutes)
7. Old Business (30 min.)
  - a) Broadband Update
  - b) Adjudication Update
  - c) Geothermal Update
  - d) Strategic Plan Update
8. New Business (20 min.)
  - a) Budget Work Session
  - b) Action Item: Award Bid to P&P Excavating for RW-M-7 D Station Flow and Control Project
9. Commissioner Reports (10 minutes)
  - a) Upcoming Per Diem Requests
10. Public Comment (10 minutes– Individual speakers: 3 min.)
11. Executive Session: None
12. Adjourn (Estimated 10:20 a.m.)

### **Notice:**

All Commissioners will participate either in-person, via Zoom/internet or teleconference.

**The public meeting can be accessed:** In-person at location announced;

**By internet:** <https://us02web.zoom.us/j/83233312490>

NOTE: IF ATTENDING VIA ZOOM WE WOULD APPRECIATE YOUR FULL NAME FOR THE COMMISSION RECORD THOUGH IT IS NOT REQUIRED

**Or telephone:** Dial 1 (253) 215 8782 or 1 (253) 205 0468

**Webinar ID:** 832 3331 2490

### **Next Commission Meetings**

September 24 & October 8, 2024 | 8:15 a.m. | Regular Meetings – District Office

1705 Trigg Road, Ferndale, WA 98248

*or other location announced*

Contact: Chris Heimgartner, General Manager (360) 384-4288 x 19

[info@pudwhatcom.org](mailto:info@pudwhatcom.org)

[www.pudwhatcom.org](http://www.pudwhatcom.org)

**Public Utility District No. 1 of Whatcom County  
Commission Meeting Attendance Sheet**

Date of Meeting: 8-27-2024 Platform: Hybrid In Person Zoom  
 Start Time: 8:15 AM Adjourn: 9:59 AM  
 Adjourn to Executive Session NA if applicable

In Attendance:  
Initial Please:

[Signature] Atul Deshmane, Commissioner  
[Signature] Jaime Arnett, Commissioner  
Zoom Todd Lagestee, Commissioner  
In Person Jon Sitkin/Peter Ruffatto, Legal Counsel  
In Person Chris Heimgartner, General Manager  
Zoom Aaron Peterson, IT/SCADA Technician  
Zoom Andrew Entrikin, Director - Broadband and New Power Supply  
Zoom Annette Smith, Finance Director  
Zoom Brian Walters, Assistant General Manager  
 Devin Crabtree, Chief Water Operator  
Zoom Garrett Love-Smith, Engineering Manager  
 Jacob Wittmer, Automation Technician  
 Jon Littlefield, Electric System Supervisor  
JRS Joseph Shay, Clerk of the Board / Records  
In Person Kurt Wank, Assistant General Manager  
 Lisa Moeller, Director - HR & Communications  
Zoom Mike Macomber, IT/SCADA Technician  
 Paul Siegmund, Automation & Technology Manager  
Zoom Rebecca Schlotterback, Contracts & Regulatory Compliance Manager  
[Signature] Stephanie Hooper, Accountant I

Also in Attendance:

Name/Organization	Name/Organization
Michael	Citizen
Robin Dexter	citizen
Pam Brady	BP - citizen
Nash	BP
Dave Olson	Citizen
Lucas Donnelly	Citizen
Alex Lockard	Citizen
Jack Wellman	PSF
Rick Manicle	Citizen
Jon Alan Page	Citizen

Attendee Report  
Report Ger

8/27/2024 15:16

Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers	Total Users Max Concu	Enable Registration
Aug. 27th, .846	1136 0803	8/27/2024 7:49	131	19	29	14 No
Host Details						
Yes	Aaron Peterson				84 No	Country/Region Name United States
Panelist Details						
Yes	Aaron Peterson	8/27/2024 8:13			84 No	Country/Region Name United States
Attendee	User Name (Original Name)	Join Time	Actual Duration (minutes)	Leave Time	Time in Ses Is Guest	Country/Region Name
Yes	Mike M.   Whatcom PUD - IT	8/27/2024 7:49			131 No	United States
Yes	Brian Walters	8/27/2024 8:15			104 No	United States
Yes	Todd Lagestee (Todd Lagestee PCO 260)	8/27/2024 8:09			110 Yes	United States
Yes	Whatcom PUD	8/27/2024 7:49			130 No	United States
Attendee Details						
Yes	Dave Olson	8/27/2024 8:33			86 Yes	United States
Yes	Brian Walters	8/27/2024 8:11			2 No	United States
Yes	Brian Walters	8/27/2024 8:14			2 No	United States
Yes	Annette Smith - Whatcom	8/27/2024 8:10			110 No	United States
Yes	stephanieh	8/27/2024 8:10			109 Yes	United States
Yes	garrett	8/27/2024 8:15			28 Yes	United States
Yes	Lucas Donnelly	8/27/2024 8:01			1 Yes	United States
Yes	Lucas Donnelly	8/27/2024 8:11			109 Yes	United States
Yes	Alex Lockard	8/27/2024 8:07			112 Yes	United States
Yes	Andrew Entrikin, Whatcom PUD	8/27/2024 8:11			108 Yes	United States
Yes	Jack Wellman, PSE	8/27/2024 8:15			57 Yes	United States
Yes	Jack Wellman, PSE	8/27/2024 9:23			36 Yes	United States
Yes	Rick Maricle	8/27/2024 8:13			107 Yes	United States
Yes	Aaron	8/27/2024 8:56			7 Yes	United States
Yes	Aaron	8/27/2024 9:38			21 Yes	United States
Yes	Rebecca Schlotterback, Whatcom PUD	8/27/2024 8:14			106 Yes	United States
Yes	Garrett	8/27/2024 8:42			19 Yes	United States
Yes	Garrett	8/27/2024 9:04			56 Yes	United States
Yes	Todd Lagestee PCO 260	8/27/2024 7:52			18 Yes	United States
Yes	Dave	8/27/2024 8:48			11 Yes	United States
Yes	Michael	8/27/2024 7:49			131 Yes	United States
Yes	JonAlan Page	8/27/2024 8:16			100 Yes	United States
Yes	Whatcom PUD	8/27/2024 7:49			1 No	United States
Yes	JonAlan Page	8/27/2024 8:17			3 Yes	United States

**MINUTES OF THE REGULAR  
MEETING OF THE COMMISSION  
August 27, 2024**

**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 Jaime Arnett. Said meeting was open to the public and notice thereof had been given as required by law.

Those present at the meeting included:

**COMMISSION AND STAFF**

Atul Deshmane	Commissioner
Jaime Arnett	Commissioner
Todd Lagestee	Commissioner
Jon Sitkin	Legal Counsel
Chris Heimgartner	General Manager
Aaron Peterson	IT/SCADA Technician
Andrew Entrikin	Director – Broadband and New Power Supply
Annette Smith	Director of Finance
Brian Walters	Assistant General Manager
Garrett Love Smith	Engineering Manager
Joseph Shay	Clerk of the Board / Records
Kurt Wank	Assistant General Manager
Mike Macomber	IT/SCADA Technician
Rebecca Schlotterback	Contracts and Regulatory Compliance Manager
Stephanie Hooper	Accountant I

**VISITORS**

Michael	Citizen
Robin Dexter	Citizen
Pam Brady	BP – Citizen
Nash El-Badawi	BP – Citizen
Dave Olson	Citizen
Lucas Donnelly	Citizen
Alex Lockard	Citizen
Jack Wellman	PSE
Rick Maricle	Citizen
JonAlan Page	Avingrid/Citizen

## 2. Approval of Agenda

### **ACTION:**

Commissioner Deshmane made the motion to APPROVE THE AGENDA OF August 27, 2024. Commissioner Lagestee seconded the motion. Motion passed unanimously.

## 3. New Employee Introductions

## 4. Approval of Consent Agenda

- a) Approval of Meeting Minutes of the Regular Meeting of August 13, 2024;
- b) Approval of the Claims of August 27, 2024:

2526647	INDUSTRIAL SUPPLY, INC	316.39
225251	BONNEVILLE POWER ADMINISTRATION	774,109.00
252241	CENTRAL WELDING SUPPLY	101.49
14744	CESCO NEW CONCEPT CHEMICAL PRODUCTS	176.09
71087	CHMELIK SITKIN & DAVIS	13,912.00
2564635	CIVIC GROUP	5,156.78
2314759	CIVICPLUS LLC	4,784.37
107772	COMCAST	194.91
2356799	COMCAST - NWRC	300.00
2585305	COMPRESSORS NORTHWEST (AIRWARE INC)	304.04
217904	EDGE ANALYTICAL LABORATORIES	25.00
2117069	FERNDALE ACE HARDWARE	62.51
2540107	FERNDALE AUTO PARTS	43.58
1473862	GUARDIAN SECURITY SYSTEMS, INC	233.05
21928	HARDWARE SALES, INC	182.69
19377	HD FOWLER CO, INC	198.66
678902	INTERNAL REVENUE SERVICE	24,648.65
263345	KCDA PURCHASING COOPERATIVE	130.76
2579597	LAGESTEE, TODD	1,029.74
25793	LES SCHWAB TIRE CENTER	6,063.47
25603	MALLORY SAFETY & SUPPLY LLC	127.13
136602	MASSMUTUAL RETIREMENT SVCS LLC	12,115.00
2516684	MOSS ADAMS	5,500.00
15122	NORTH COAST ELECTRIC COMPANY	18,046.56
377271	NORTHWEST CASCADE, INC.	165.50
225322	P&P EXCAVATING, LLC	1,871.36
158393	PACIFIC SURVEY & ENGINEERING	1,465.00
202	PAYLOCITY	209.64
678901	PAYROLL	267,569.18
1790104	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	201.92
21291	PLATT ELECTRIC SUPPLY CO	1,684.44
1060531	PUBLIC UTILITY RISK MANAGEMENT SERVICES	9,380.53
22664	PUGET SOUND ENERGY, INC	958.82

1916483	TUPPER MACK WELLS PLLC	7,382.00
1894499	ULINE, INC.	1,910.68
2479490	VALVOLINE	81.34
2248042	WA FEDERAL VISA CARD MEMBER SERVICES	9,471.51
31448	WA PUBLIC UTILITY DISTRICTS ASSOCIATION	300.00
32109	WA ST DEPT OF REVENUE - EXCISE TAX	91,751.17
2439607	WASHINGTON ALARM, INC.	156.21
85294	WESTERN CONFERENCE OF TEAMSTERS	9,233.01
	<b>GRAND TOTAL</b>	<b>\$ 1,275,838.61</b>

**ACTION:**

Commissioner Deshmane made the motion to APPROVE THE CONSENT AGENDA OF AUGUST 27 2024. Commissioner Lagestee seconded the motion. Motion passed unanimously.

**5. Public Comment – None.**

**6. Upcoming Commission Per Diem Requests**

**7. Water Capital Plan Discussion**

**8. Public Comment – None**

**9. Executive Session**

None.

**10. Adjourn**

There being no further business Commission President Arnett adjourned the meeting at 9:59 a.m.

---

Jaime Arnett, President/Commissioner

---

Atul Deshmane, Vice President/Commissioner

---

Todd Lagestee, 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/2024-agenda-packets-meeting-minutes-recordings/>

# Action Memo

**To:** Commissioners Arnett, Deshmane and Lagestee  
**From:** Andrew Entrikin, Director of Broadband & Power Supply  
**Date:** September 10, 2024  
**Re:** **Broadband Equity, Access, and Deployment (BEAD) Planning & Strategy**

---

**Requested Action:** SHIFT FOCUS TOWARDS SECURING THE 25% STATE-FUNDED MATCH IN PREPERATION FOR THE BROADBAND EQUITY, ACCESS, AND DEPLOYMENT (BEAD) PROGRAM. THIS WILL INVOLVE PRIORITIZING EFFORTS TO ALIGN WITH NATIONAL TELECOMMUNICATIONS AND INFORMATION ADMINISTRATION'S (NTIA) GUIDELINES AND ENSURING THAT OUR STRATEGY IS WELL-POSITIONED TO MEET THE FUNDING REQUIREMENTS AND MAXIMIZE OUR CHANCES OF SUCCESS IN THE UPCOMING GRANT OPPORTUNITY.

**Background:**

*What changed?*

The National Telecommunications and Information Administration (NTIA) is driving the change by defining project areas and setting guidelines and submission requirements under the Broadband Equity, Access, and Deployment (BEAD) program.

*How does this impact Whatcom PUD?*

Whatcom PUD's publicly owned dark fiber model is not likely to win based on the scoring rubric outlined in the BEAD Initial Proposal Vol II.

Whatcom PUD is more likely to win if we focus on managing the 25% state-funded match and not on public ownership of the network.

**Fiscal Impact:** none.

**Recommended Action:** SHIFT FOCUS TOWARDS SECURING THE 25% STATE-FUNDED MATCH IN PREPERATION FOR THE BROADBAND EQUITY, ACCESS, AND DEPLOYMENT (BEAD) PROGRAM. THIS WILL INVOLVE PRIORITIZING EFFORTS TO ALIGN WITH NATIONAL TELECOMMUNICATIONS AND INFORMATION ADMINISTRATION'S (NTIA) GUIDELINES AND ENSURING THAT OUR STRATEGY IS WELL-POSITIONED TO MEET THE FUNDING REQUIREMENTS AND MAXIMIZE OUR CHANCES OF SUCCESS IN THE UPCOMING GRANT OPPORTUNITY.



**PUBLIC UTILITY DISTRICT No.1**  
*of Whatcom County*

1705 Trigg Road • Ferndale, WA 98248  
P: (360) 384-4288 • F: (360) 384-4849

# Memo

**To:** Commissioners Arnett, Deshmane, and Lagestee

**From:** Garrett Love-Smith-Engineering Manager

**Date:** September 10th, 2024

**Re:** Award Bid to P&P Excavating for RW-M-7 D Station Flow and Control Project

**Requested Action-** Award Bid to P&P Excavating for RW-M-7 D Station Flow and Control Project.

**Background** – The District owns and operates the D Station located at the end of Aldergrove Road that is the final section of the water transmission line that feeds the BP Cherry Point Refinery. In 2021 it was determined that majority of the D Station was in need for major upgrades from the original 1964 design. The District contracted out the design work to RH2 Engineering to install a new vault along with redundant lines in case of repairs. In November of 2023 the designs were finalized with input provided by both the District and BP.

On August 30, 2024, the District received and publicly read aloud one (1) bids submitted for this project. The Engineer’s Estimate for the project is \$1,054,265.00 (tax not included). The Bids are listed below:

<b>Construction Bids</b>	<b>Bid no tax</b>
P&P Excavating	\$1,098,500.00

**Staff Recommendation** - Staff recommends the Commission awarding the Contract for RW-M-7 D Station Flow and Control Project to P&P Excavating.

**Fiscal Impact** – The project has been planned and budget under the capital improvements projects RW-M-7.

**Recommended Action** – Award Bid to P&P Excavating for RW-M-7 D Station Flow and Control Project.