

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

Agenda for the Regular Meeting of January 13, 2026

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 minutes)
 - a) Approval of the Minutes of the Meeting of December 23, 2025 and the Minutes of the Special Meeting of December 29, 2025
 - b) Approval of Claims for January 13, 2026
4. Public Comment (10 minutes – Individual speakers: 3 minutes)
5. General Manager Report (20 minutes)
6. Operations Report (10 minutes)
7. Old Business (25 minutes)
 - a) Broadband Update
 - b) Adjudication Update
 - c) Geothermal Update
 - d) Strategic Plan Update
 - e) New Customer Update
8. New Business (20 minutes)
 - a) Resolution 1: Approve Resolution No. 889 Authorizing Cancellation of Warrant for Bluebeam Inc.
 - b) Resolution 2: Approve Resolution No. 890 Updating the Position Description and Salary Range for the General Manager
9. Commissioner Reports (10 minutes)
 - a) Upcoming Per Diem Requests
Commissioner Arnett: None as of publication
Commissioner Ury: None as of publication
Commissioner Deshmane: None as of publication
10. Public Comment (10 minutes– Individual speakers: 3 minutes)
11. Executive Session –
 - Executive session to discuss with legal counsel pending or potential litigation pursuant to RCW 42.30.110(1)(i).Executive session to start at 9:30 AM and expected to last approximately 30 minutes.
12. Adjourn (Estimated 10:30 AM)

Notice:

All Commissioners will participate either via In-Person, Zoom/internet or teleconference.

The public meeting can be accessed;

By internet: <https://us02web.zoom.us/j/85815539157>

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: 858 1553 9157

Next Commission Meetings

January 27, 2026 |8:15 a.m.| Regular Meeting

February 10, 2026 |8:15 a.m.| Regular Meeting

Meetings to be held at the District Office

1705 Trigg Road, Ferndale, WA 98248

or other location announced

Contact: Chris Heimgartner, General Manager (360) 384-4288 x 119

info@pudwhatcom.org

www.pudwhatcom.org

Name (original name)	Join time	Leave time	Duration (1 Guest	Recording disclaimer res	In waiting room
Mike M. Whatcom PUD - IT	12/23/2025 8:01	12/23/2025 8:48	47 No	OK	No
Chris Heimgartner	12/23/2025 8:01	12/23/2025 8:48	47 Yes	No Response	No
Joseph Shay	12/23/2025 8:01	12/23/2025 8:48	47 No	No Response	No
Whatcom PUD	12/23/2025 8:03	12/23/2025 8:03	1 No	No Response	No
Whatcom PUD	12/23/2025 8:03	12/23/2025 8:30	27 No	No Response	No
Stephanie Hooper	12/23/2025 8:07	12/23/2025 8:48	42 Yes	No Response	No
Jaime Arnett	12/23/2025 8:07	12/23/2025 8:12	6 Yes	No Response	No
Atul Deshmane	12/23/2025 8:10	12/23/2025 8:48	38 No	No Response	No
Annette Smith - Whatcom	12/23/2025 8:11	12/23/2025 8:47	36 No	No Response	No
Jaime Arnett	12/23/2025 8:12	12/23/2025 8:16	5 Yes	No Response	No
Kurt Wank	12/23/2025 8:12	12/23/2025 8:48	36 No	No Response	No
Peter Ruffatto	12/23/2025 8:12	12/23/2025 8:13	1 Yes	No Response	No
Rebecca Schlotterback	12/23/2025 8:12	12/23/2025 8:48	36 No	No Response	No
Peter Ruffatto	12/23/2025 8:13	12/23/2025 8:48	35 Yes	No Response	No
Aaron Peterson	12/23/2025 8:14	12/23/2025 8:48	35 No	OK	No
Eddy Ury	12/23/2025 8:14	12/23/2025 8:48	34 Yes	No Response	No
Jaime Arnett	12/23/2025 8:17	12/23/2025 8:48	31 Yes	No Response	No
Lisa Moeller	12/23/2025 8:19	12/23/2025 8:48	29 Yes	No Response	No
Dave Olson	12/23/2025 8:22	12/23/2025 8:48	26 Yes	No Response	No

**MINUTES OF THE
MEETING OF THE COMMISSION
December 23, 2025**

1. Call to Order | Pledge of Allegiance

The meeting of the Board of Commissioners of Public Utility District No. 1 of Whatcom County was called to order at 8:18 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 at the meeting included:

COMMISSION AND STAFF

Atul Deshmane	Commissioner
Jaime Arnett	Commissioner
Eddy Ury	Commissioner
Peter Ruffatto	General Counsel, CSD Attorneys at Law
Chris Heimgartner	General Manager
Aaron Peterson	IT/SCADA Tech
Annette Smith	Finance Director
Joseph Shay	Clerk of the Board / Records
Kurt Wank	Assistant General Manager
Lisa Moeller	Director – HR & Communications
Mike Macomber	IT/SCADA Technician
Rebecca Schlotterback	Contracts and Regulatory Compliance Manager
Stephanie Hooper	Accountant I

VISITORS

Dave Olsen	Citizen
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2. Approval of Agenda

ACTION:

Commissioner Arnett made a motion to approve the agenda. Commissioner Ury seconded the motion. The motion passed unanimously.

3. Approval of Consent Agenda

a) Approval of the Minutes of the Regular Commission Meeting of December 9, 2025 and Approval of the Claims of December 23, 2025:

Commissioner Ury made a motion to approve the consent agenda in totality. Commissioner Arnett seconded the motion. The motion passed unanimously.

Claims of December 23, 2025:

INDUSTRIAL SUPPLY, INC	361.69
BONNEVILLE POWER ADMINISTRATION	925,712.00
CESCO NEW CONCEPT CHEMICAL PRODUCTS	123.39
CHMELIK SITKIN & DAVIS	13,151.00
COMCAST	330.37
CRABTREE, DEVIN	204.85
CULLIGAN NORTHWEST	223.02
ENTRIKIN, ANDREW	5,183.04
EUROFINS ENVIRONMENT TESTING	26.00
FEDERAL EXPRESS	21.82
FERNDALE ACE HARDWARE	56.18
FERNDALE AUTO PARTS	18.51
HACH COMPANY	661.76
HARDWARE SALES, INC	31.61
HD FOWLER CO, INC	1,051.57
HDR ENGINEERING, INC.	22,880.89

HERITAGE ENGINEERING GROUP	156,816.31
INTERNAL REVENUE SERVICE	27,005.54
LYNDEN SHEET METAL INC	374.53
MASSMUTUAL RETIREMENT SVCS LLC	12,010.00
MAUL FOSTER & ALONGI	3,012.50
MOTION AND FLOW CONTROL PRODUCTS INC	202.76
NATIONAL SAFETY, INC.	755.38
NORTHWEST CASCADE, INC.	165.50
NW PUBLIC POWER ASSOCIATION	5,776.17
ODP BUSINESS SOLUTIONS LLC	158.05
PACIFIC NORTHWEST UTILITIES	1,000.00
PACIFIC SURVEY & ENGINEERING	2,521.25
PAYLOCITY	452.10
PAYROLL	349,007.04
PLATT ELECTRIC SUPPLY CO	26,046.94
PORTAL WAY FARM & GARDEN	21.42
PUGET SOUND ENERGY, INC	1,014.15
RICOH USA FINANCIAL SVC	128.23
TOTH AND ASSOCIATES, INC	3,107.50
VALVOLINE	406.81
WA FEDERAL VISA CARD MEMBER SERVICES	11,583.97
WA ST DEPT OF REVENUE - EXCISE TAX	105,910.63
WASHINGTON WATER UTILITIES COUNCIL	152.00
WESTERN CONFERENCE OF TEAMSTERS	3,139.50
GRAND TOTAL	\$ 1,680,805.98

4. Public Comment – None

5. General Manager’s Report – Chris Heimgartner, General Manager briefed the commission on the proposals received from hiring consultants and discussion was had between the general manager and the commission regarding the proposals and how they would frame the structure of the upcoming special commission meeting on December 29, 2025. No official motions or decisions were made during this discussion.

6. New Business

a) Action 1: Award the PAC- Chemical Supply – 2026 Contract to the lowest responsive bidder, Alumichem, and authorize the General Manager to execute the agreement. Discussion was had regarding the bids received for the chemical supply contract. Kurt Wank, Assistant General Manager noted that the second bidder was considered unresponsive as the chemical mixture they proposed in their bid is untested in the PUD’s water system. Mr. Wank noted that the PUD will be testing those chemicals and recommended acceptance of the proposal presented by Alumichem as they have been our regular suppliers of treatment chemicals until such time as testing of the other company’s chemicals is completed at which point the contract may be rebid. Commissioner Arnett made a motion to award the pac- chemical supply – 2026 contract to the lowest responsive bidder, Alumichem, and authorize the general manager to execute the agreement. Commissioner Ury seconded the motion. The motion passed unanimously.

b) Resolution 1: Approve Resolution No. 888 Authorizing Cancellation of Warrant For HDR Engineering Inc. Commissioner Ury made a motion to approve Resolution No. 888. Commissioner Arnett seconded the motion. The motion passed unanimously.

7. Public Comment – None.

8. Adjourn

There being no further business Commissioner Deshmane adjourned the meeting at 8:48 a.m.

Atul Deshmane, President/Commissioner

Jaime Arnett, Vice President/Commissioner

Eddy Ury, 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/agenda-packets-meeting-minutes-recordings/>

Name (original name)	Join time	Leave time	Duration (†Guest	Recording disclaimer response	In waiting room
Mike M. Whatcom PUD - IT	12/29/2025 12:47	12/29/2025 14:54	127 No	OK	No
Alison Franks	12/29/2025 12:47	12/29/2025 14:10	83 Yes	No Response	No
Dave Zabell	12/29/2025 12:47	12/29/2025 14:10	83 Yes	No Response	No
Joseph Shay	12/29/2025 12:51	12/29/2025 14:54	124 No	No Response	No
Lanie Mycoff	12/29/2025 12:51	12/29/2025 14:10	80 Yes	No Response	No
Chris Heimgartner	12/29/2025 12:55	12/29/2025 12:57	3 Yes	No Response	No
Eddy Ury	12/29/2025 12:55	12/29/2025 12:57	2 Yes	No Response	No
Whatcom PUD	12/29/2025 12:55	12/29/2025 12:55	1 No	No Response	No
Whatcom PUD	12/29/2025 12:55	12/29/2025 14:54	119 No	No Response	No
Kurt Wank	12/29/2025 12:57	12/29/2025 14:54	117 No	No Response	No
Annette Smith - Whatcom	12/29/2025 12:57	12/29/2025 14:54	117 No	No Response	No
Atul Deshmane	12/29/2025 12:58	12/29/2025 14:54	117 No	No Response	No
Peter Ruffatto	12/29/2025 12:58	12/29/2025 12:59	2 Yes	No Response	No
Greg Prothman	12/29/2025 12:59	12/29/2025 14:10	71 Yes	No Response	No
Peter Ruffatto	12/29/2025 12:59	12/29/2025 14:54	115 Yes	No Response	No
Aaron Peterson	12/29/2025 13:02	12/29/2025 14:54	113 No	OK	No
Lisa Moeller	12/29/2025 13:07	12/29/2025 14:50	103 Yes	No Response	No
garrettl	12/29/2025 13:40	12/29/2025 14:52	72 Yes	No Response	No
Devin Crabtree	12/29/2025 14:21	12/29/2025 14:54	34 No	No Response	No
Mike M. Whatcom PUD - IT	12/29/2025 14:35	12/29/2025 14:40	6 No	OK	No
Michael	12/29/2025 14:40	12/29/2025 14:46	6 Yes	No Response	No

**MINUTES OF THE
SPECIAL MEETING OF THE COMMISSION
December 29, 2025**

1. Call to Order

The special meeting of the Board of Commissioners of Public Utility District No. 1 of Whatcom County was called to order at 1:01 p.m. by Commissioner Atul Deshmane. 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
Eddy Ury	Commissioner
Peter Ruffatto	General Counsel, CSD Attorneys at Law
Chris Heimgartner	General Manager
Aaron Peterson	IT/SCADA Tech
Annette Smith	Finance Director
Garrett Love-Smith	Engineering Manager
Devin Crabtree	Chief Water Operator
Joseph Shay	Clerk of the Board / Records
Kurt Wank	Assistant General Manager
Lisa Moeller	Director – HR & Communications
Mike Macomber	IT/SCADA Technician

VISITORS

Alison Franks	GEM Resourcing
Dave Zabell	GMP Consulting
Greg Prothman	GMP Consulting
Lanie Mycoff	Mycoff Fry Partners LLC

2. Agenda

The purpose of the special meeting was to conduct interviews with and discuss the hiring of a consultant firm to aid in the search for qualified candidates for the position of General Manager. During the first half of the meeting the commissioners interviewed representatives from the firms of: GEM Resourcing, GMP Consulting, and Mycoff Fry Partners LLC. During the second half of the meeting the commissioners discussed the responses given by the representatives of the consulting firms and their qualifications.

Following the commissioners' discussion Commissioner Deshmane made a motion to direct the General Manager to hire Mycoff Fry Partners LLC as hiring consultant for PUD No. 1 of Whatcom County to aid in the search for a new General Manager subject to the negotiation of a final contract. Commissioner Arnett seconded the motion. The motion passed unanimously.

3. Adjourn

There being no further business Commissioner Deshmane adjourned the meeting at 2:54 p.m.

Atul Deshmane, President/Commissioner

Jaime Arnett, Vice President/Commissioner

Eddy Ury, 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/agenda-packets-meeting-minutes-recordings/>

Action Memo

To: Commissioners Arnett, Deshmane, and Ury
From: Stephanie Hooper, Accountant I
Date: January 13, 2026
Re: Approve Resolution No. 889 – Cancellation of Warrant

Requested Action: APPROVE RESOLUTION NO. 889 AUTHORIZING CANCELLATION OF WARRANT FOR BLUEBEAM INC.

Background: Warrant No. 01266090 was issued on October 29, 2025 in the amount of \$2,419.02 to Bluebeam Inc. The warrant was issued to cover CAD software licenses. The check has not been received in the time since its issuance and the finance department believes that it is missing in the mail. The finance department requests the commission's cancellation of said warrant. The county has notified the district that the warrant has not been tendered and the district is asking the county to cancel and disregard the warrant.

Fiscal Impact: No fiscal impact.

Recommended Action: APPROVE RESOLUTION NO. 889 AUTHORIZING CANCELLATION OF WARRANT FOR BLUEBEAM INC.

RESOLUTION NO. 889

**RESOLUTION BY THE BOARD OF COMMISSIONERS
OF PUBLIC UTILITY DISTRICT NO.1 OF WHATCOM COUNTY (DISTRICT)
AUTHORIZING THE CANCELLATION
OF WARRANT NO. 01266090**

WHEREAS, the warrant referenced in Exhibit A (the “Warrant”) was issued to pay an invoice from Bluebeam Inc.

WHEREAS, following the Commission’s authorization of the issuance of the Warrant, the County’s Administrative Services Department (“County”) printed the Warrant on October 29, 2025; however, the warrant has not been received.

WHEREAS, the County has provided the Warrant that was issued on October 29, 2025, and the Warrant has not been tendered to Bluebeam Inc., the District does now wish to cancel the Warrant, as provided by law.

NOW THEREFORE BE IT RESOLVED that the district hereby cancels the warrant listed in Exhibit A.

ADOPTED by the Commission of Public Utility District No.1 of Whatcom County at its regular meeting held on the 13th day of January, 2026.

**PUBLIC UTILITY DISTRICT NO.1
Of WHATCOM COUNTY**

Eddy Ury, President/Commissioner

Atul Deshmane, Vice President/Commissioner

Jaime Arnett, Commissioner

**Resolution No. 888 Exhibit A
Cancellation of Warrant**

Warrant No.	Warrant Date	Vendor	Amount
01266090	October 29, 2025	Bluebeam Inc.	(\$2,419.02)

RESOLUTION NO. 890

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PUBLIC UTILITY DISTRICT NO. 1 OF WHATCOM COUNTY ("DISTRICT") UPDATING THE POSITION DESCRIPTION AND SALARY RANGE FOR THE GENERAL MANAGER

WHEREAS, RCW 54.12.090 authorizes the Board of Commissioners of the District (the "Commission") to create positions and fix salaries; and

WHEREAS, the Commissioned has reviewed the position description and salary range of the General Manager in preparation for the search of a new General Manager in 2026, the current cost-of-living indices and salary comparisons; and

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Whatcom County as follows:

The Position Description of the General Manager of the Public Utility District No. 1 of Whatcom County attached hereto as Exhibit "A", is amended for the purpose of updating the annual salary range; and

ADOPTED by the Board of Commissioners of Public Utility District No. 1 of Whatcom County at a regular meeting thereof, held this 13th day of January, 2026.

**Public Utility District No. 1 of
Whatcom County**

Eddy Ury, President/Commissioner

Atul Deshmane, Vice President/Commissioner

Jaime Arnett, Commissioner

EXHIBIT A
General Manager Position Description

PUBLIC UTILITY DISTRICT NO. 1 of Whatcom County

Job Title:	General Manager	Department:	Administration
Reports To:	Commission	Status:	Exempt
Salary Range:	\$250,000 to \$300,000	Position Type:	FTE
SUMMARY			
Directs and coordinates all activities of District to meet or exceed financial, strategic, operational and safety goals, personally or through subordinate supervisors.			
Supervision Received:			
Perform duties under the general supervision of the Commission.			
Supervision Provided:			
Provides supervision and leadership to all District Staff, in accordance with the organization's policies and applicable laws and regulations.			
Essential Duties and Responsibilities:			
<p>Plans, develops and implements Work Procedures and works with Commission to shape District's policies.</p> <p>Hires and manages all District staff.</p> <p>Coordinates activities of District projects to insure operations efficiency and economy and alignment with our Strategic Plan.</p> <p>Develops and recommends District budget to Commission and manages District budget.</p> <p>Directs all District personnel and reviews activities and reports to determine required changes in programs or operations to implement Commission policies and directives and Strategic Plan.</p> <p>Acts as District representative at specified hearings and public meetings.</p> <p>Constantly scans the Water and Power utility horizons, as far as 50 years in the future, and implement or recommend changes in District activities to meet the anticipated industry changes.</p> <p>Perform other duties as assigned by the Commission.</p>			
Qualifications:			
General qualifications to perform well are outlined below. This list is not exhaustive.			
Education and/or Experience			
Degree from four-year college or university in civil, electrical or mechanical engineering or business administration with emphasis on utility system design and operations and five (5) years related experience and/or training; or any equivalent combination of education and experience directly related to or including the requirements and duties as outlined above.			
Language Skills:			
<p>Able to read, analyze, and interpret general business, scientific and technical journals, technical procedures, legal documents, survey descriptions, maps, and governmental regulations.</p> <p>Fluent in the English language.</p> <p>Able to write routine reports and correspondence and speak effectively.</p> <p>Able to effectively prepare and present general and technical information and respond to general and technical questions.</p> <p>Able to meet and work with the public effectively and courteously.</p> <p>Able to make speeches and presentations on controversial or complex topics to Commission, customer, vendors, business community and public.</p>			
Mathematical Skills:			
Able to work with and understand mathematical and financial concepts.			
Reasoning Ability:			
<p>Able to define problems, collect data, establish facts, and draw valid conclusions.</p> <p>Able to interpret an extensive variety of technical instructions in mathematical and financial analyses.</p>			
Other Skills and Abilities:			
Proficient in a variety of computer software including but limited to MS Office and the Internet.			

Working knowledge of mechanical, electrical and hydraulic principles common to water treatment facilities and knowledge and understanding of tools, machinery and equipment commonly used in electric utility systems.

Working knowledge of the federal and state occupational safety requirements and necessary safety precautions applicable for the safe operation and maintenance at the District's electric and water utility systems.

Certificates, Licenses, Registrations:

Must possess a valid Washington State Driver's License with driving record free from serious or frequent violation.

Must be able to obtain security and safety clearances required to gain access into Whatcom PUD's customer's facilities and electric substations, i.e. Transportation Worker Identification Credential (TWIC).

Physical Demands

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions required by this position.

While performing the duties of this job, the employee is regularly required to use hands and fingers to handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is frequently required to stand, talk and hear. The employee is occasionally required to walk, sit, climb, balance, stoop, kneel, crouch, crawl and/or smell.

Work Environment

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions required by this position.

While performing the duties of this job, the employee is regularly required to sit at a keyboard and talk or hear. The employee must occasionally lift and/or move up to 30 pounds. Employee must be able to attend evening and out of town meetings. The work environment is occasionally stressful due to project deadlines and multiple requests.

The noise level in the office environment is usually quiet.

HR/OFFICE USE:

Reviewed By:	<i>Stephan Jilk</i> , General Manager	Date:	10 December 2012
Approved By:	COMMISSION – Resolution No. 663	Date:	18 December 2012
Last Updated By:	Commission – Resolution No. 675	Date/Time:	10 Dec 13 – range adjust.
	Commission – Resolution No. 716		20 Dec 16 – range adjust.
	Commission – Resolution No. 890		13 Jan 26