



**Mason County PUD No. 1
Special Board Meeting
March 29, 2022
1:00 p.m.**

Join Zoom Meeting
<https://us02web.zoom.us/j/85869053743>

Meeting ID: 858 6905 3743
1 (253) 215-8782

1:00 p.m. Call to Order & Flag Salute

1) Consent Agenda

Minutes: March 8, 2022 Regular Board Meeting
March 18, 2022 Special Board Meeting

Disbursements:	Accounts Payable Wire	\$ 483,603.13
	Check Nos. 121369-121436	\$ 359,338.86
	121438-121453	\$ 11,273.64
	A/P Sub-Total	\$ 854,215.63
	Payroll Wire	\$ 79,576.27
	Check No. 121437	\$ 1,086.25
	Grand Total	\$ 934,878.15

2) Public Comment- *Members of the public wishing to comment may request permission to do so during the Public Comment portion of the agenda. Comments shall be limited to no more than 5 minutes per speaker. There will be no action or discussion of public comment items, although the board may defer to PUD management for any necessary response.*

3) Business Agenda

- a. Claim for Damages - Roberts
- b. February 2022 Financials
- c. Authorize GM to sign Banking Service Contract Extension
- d. Award Triton Fiber Installation Project to MLS Enterprise, Inc.
- e. FEMA Letter Designating Applicant Agent for Disaster 4635-DR-WA

4) Staff Reports

- a. General Manager
- b. District Treasurer
- c. Water Resource Manager
- d. Legal Counsel

5) Correspondence

6) Board Comments

7) Other Business/Public Comment

8) Executive Session - None

9) Adjournment

2022 Calendar

April 6-7	PPC	Virtual
April 13-15	WPUDA	TBA
April 28	WPAG	9:00 am
May 4-5	PPC	Embassy Suites Portland Airport
May TBA	WPUDA	Telecom Workshop
May TBA	WPUDA	Managers Committee
May 18	WPAG	9:00 am
May 22-25	NWPPA	Annual Conference
June 1-2	PPC	Virtual
<i>June (TBA)</i>		<i>Employee Appreciation</i>
June TBA	WPUDA	Strategic Planning Committee Meeting
June 10-15	APPA	National Conference
June 23	WPUDA	TBA (Water Committee Meeting)
June 23	WPAG	9:00 am
July 13-15	WPUDA	TBA (Association Meetings)
July 28	WPAG	9:00 am
August 3-4	PPC	Sheraton Portland Airport
August 25	WPAG	9:00 am
August 31/Sept 1	PPC	Virtual (Executive Committee Meeting)
September 14-16	WPUDA	TBA (Association Meetings)
September 22	WPAG	9:00 am
September 21-23	WPUDA	TBA (Water Workshop)
October 5-6	PPC	Virtual (Executive Committee Meeting)
<i>October 7</i>	<i>PUD Campus</i>	<i>Customer Appreciation</i>
October 13	WPUDA	TBA (Budget Committee meeting)
October 22	WPAG	9:00 am
November 16-18	WPUDA	TBA (Association Meetings)
November 16	PPC Town Hall	Sheraton Portland Airport
November 17	PPC Annual Mtg.	Sheraton Portland Airport
Nov/Dec	WPAG	Date/Time TBA



Mason County Public Utility District No. 1
Board of Commissioners Regular Board Meeting
March 8, 2022, Potlatch, Washington

Present:

Mike Sheetz, President (Online)
Jack Janda, Vice President (Online)
Ron Gold, Board Secretary (Online)
Kristin Masteller, General Manager (Online)
Katie Arnold, District Treasurer (Online)
Brandy Milroy, Water Resource Manager (Online)
Julie Gray, Executive Assistant (Online)
Rob Johnson, Legal Counsel (Online)

Visitors:

Joe Schmit (Online)

CALL TO ORDER: Mike Sheetz called the Regular Board meeting to order at 1:00 p.m.

APPROVAL OF CONSENT AGENDA:

Minutes: February 22, 2022 Regular Board Meeting

Disbursements:	<u>Accounts Payable Check Register</u>	
	Accounts Payable Wire	\$ 306,054.53
	Check Nos. 121326-121332	\$ 95,192.94
	121334-121368	\$ 106,579.46
	A/P Sub Total	\$ 507,826.93
	<u>Payroll Expense</u>	
	Payroll Wire	\$ 69,182.20
	Check No. 121333	\$ 1,521.34
	Grand Total	\$ 578,530.47

Jack made a motion to approve the consent agenda as presented, Ron seconded the motion. Motion carried.

PUBLIC COMMENT: None

BUSINESS AGENDA:

Move the March 22 Meeting – Jack made a motion to move the March 22 regular board meeting to a special meeting on March 29, 2022. Ron seconded the motion. Motion carried.

Award Generator Bid to Henden Electric Inc – Jack made a motion to award the generator bid for Bellwood A & B and Arcadia Estates water systems to Henden Electric Inc. in the amount of \$98,843.50, tax included. Ron seconded the motion. Motion carried.



Mason County Public Utility District No. 1

Board of Commissioners Regular Board Meeting

March 8, 2022, Potlatch, Washington

January Financials – Katie reported that January's revenue was higher for both electric and water divisions because of the extra 10 days on the meter read. Because of the big storm at the beginning of January, meter reading was delayed and so customers' bills were higher but will be offset in February when the number of read days are shorter. Expenses were also about 10% higher than budgeted due to the added storm costs with crew overtime and mutual aid. She stated that cash on hand is also down because of the added expense and would fluctuate over the next several months. The storm should get declared by FEMA and reimbursed, but it will take time to process before the fund is replenished. She explained that both the TIER and Debt Service Coverage ratios are always significantly higher the first month of the year. This is because it's only basing the calculation off of one month's interest/debt service payments, as compared to multiple months as the year progresses. This will slowly decrease as we get further into the year.

Financial Metrics as Compared with Prior Year:	January 2022	January 2021
Total General Cash and Investments	\$1,078,041	\$988,208
Current Ratio (Current Assets/Current Liabilities)	2.10 to 1	2.74 to 1
Debt Service Coverage (O&M/ Debt Service)	5.19	3.72
Long-Term Debt to Net Plant	36%	39%
Total Debt to Equity Ratio (Total Liabilities/Total Equity)	49%	55%
Long Term Debt to Equity Ratio (Long Term Debt / Total Equity)	44%	49%
Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest)	10.82	6.40
Cash on Hand (Total Available Cash/Average Daily Costs)	32 Days (General) 137 Days (All Funds)	35 Days (General) 151 Days (All Funds)

Staff Reports -

General Manager – Kristin reported that she and Brandy responded to a letter from a Bay East customer regarding our reporting process, offering to give quarterly updates to the community but declining to dedicate staff time to develop additional reports on routine automated things like generator testing. She also reported that she met with Aspect regarding well monitoring of the pole yard. The PUD has been given the go ahead from the City of Tacoma and Department of Ecology to install six monitoring wells to allow testing of ground water for a 12-month period. James has applied for a grant through Department of Ecology to pay 50% of the cost of the installation of the wells and Aspect expenses once an NFA (No Further Action) is declared for the site. She reported that the poles are on order for the fiber project with Hood Canal Communications. Delivery is about 6 weeks out. She reported that she and James will be working on the draft plan to build the Manzanita and Jorstad substations and to decommission Union. We have reserve funds available for the Manzanita substation so that will be done first. She reported that Mason County is looking at enforcing an ordinance that requires home builders to hook up to a public water system if available in their area. If there is no



Mason County Public Utility District No. 1
Board of Commissioners Regular Board Meeting
March 8, 2022, Potlatch, Washington

available connection to a public water system, they then would be able to drill their own well. She reported that she requested WIRA 14 & 15 plans draft plans from Ecology and copied Dave Windom at Mason County. She reported she spoke with Rep. Kilmer's office and the funds for the Duckabush rebuild should be allocated soon. She reported that the County would be receiving more ARPA funds which will allow the PUD to apply for more grants to do more upgrades. She reported that the Electric crew is working on Div. 5 & 6 at Colony Surf and had attended a safety meeting last week.

Director of Finance – None

Water Resource Manager - Brandy reported that the Blackberry Lane mainline replacement went well. There is still some restoration that needs to be done. She reported that the PFAS sampling results are coming along. 21 of the 53 wells have been tested. Bellwood A is the only system that had any trace detection and will need to be sampled in the 2nd quarter and then sampled every 3 years. Brandy reported that the fluoridation bill did not move forward in the legislature and neither did the receivership bill. Dept. of Health is looking into ways to further these bills along. Brandy reported that the routine and repeat water samples from Lakewood Heights came back unsatisfactory with E. coli present. The source testing came back satisfactory. The whole system is on boil water advisory and the PUD is working with DOH. She also reported that the Agate Beach reservoir design will be submitted to DOH next week. She also reported that Reese passed his test and is now officially a Water Distribution Manager 1.

Rob Johnson, Attorney – Rob reported that according to the CDC, Mason County is in the green zone. Mask mandates are lifted in Washington, but Dept. of Labor & Industries has not released their guidance yet.

Correspondence – None

Board Reports –

Mike – Attended the PPC meetings.

Jack – None.

Ron – Has an upcoming meeting with the Hood Canal Coordinating Council.

PUBLIC COMMENT - None

EXECUTIVE SESSION – None

Adjournment: 2:15 p.m.

Mike Sheetz, President

Jack Janda, Vice President

Ron Gold, Secretary



Mason County Public Utility District No. 1
Board of Commissioners Special Board Meeting
March 18, 2022, Potlatch, Washington

Present:

Mike Sheetz, President (Online)
Jack Janda, Vice President (Online)
Ron Gold, Board Secretary (Online)
Kristin Masteller, General Manager (Online)

Visitors:

None.

CALL TO ORDER: Mike Sheetz called the Special Board meeting to order at 11:30 a.m.

PUBLIC COMMENT: None

BUSINESS AGENDA:

Award Triton Pole Replacement Project (Schedule B) to Magnum Power– Jack made a motion to award the Triton Pole Replacement Project (Schedule B) to Magnum Power in the amount of \$1,094,323.41, tax included. Ron seconded the motion. It passed unanimously.

Adjournment: 11:36 a.m.

Mike Sheetz, President

Jack Janda, Vice President

Ron Gold, Secretary

03/24/2022 9:43:29 AM

Accounts Payable Check Register

Page 1

03/07/2022 To 03/24/2022

Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
628 03/11/2022	WIRE	BPA	COLUMBIA BANK	MONTHLY POWER BILL	419,558.00
632 03/16/2022	WIRE	IRS	WEST COAST BANK	FEDERAL TAX LIABILITY	35,870.14
633 03/16/2022	WIRE	WASH 1	WA DEPT OF RETIREMENT SYS	STATE RETIREMENT - PLAN 2	16,705.92
634 03/16/2022	WIRE	WASH 7	WA STATE TREAS-MS: PO-11	DEFERRED COMPENSATION	8,437.25
635 03/16/2022	WIRE	HRA	HRA VEBA TRUST CONTRIBUTI	VEBA MEDICAL SAVINGS	3,031.82
121369 03/07/2022	CHK	WILLEY, KYLE	KYLE WILLEY	CLOTHING ALLOWANCE	200.00
121370 03/07/2022	CHK	WRIGHT	WRIGHT EXPRESS FINANCIAL	MO.MASTERCARD	3,815.79
121371 03/08/2022	CHK	CRC	COOPERATIVE RESPONSE CENTER, INC	AFTER HOURS ANSWERING SERVICE	1,304.68
121372 03/08/2022	CHK	HOODCA	HOOD CANAL COMMUNICATIONS	INTERNET, IT, ALARM DIALER, & TELEPHONE	5,542.69
121373 03/08/2022	CHK	LEMAY MOBILE	LEMAY MOBILE SHREDDING	SHRED (1)65 GALLON - TWO DIFFERENT TIMES	111.20
121374 03/08/2022	CHK	MARSH	MARSH MUNDORF PRATT & SUL	MONTHLY WPAG SERVICES	249.68
121375 03/08/2022	CHK	PARSON	PARSONS DIESEL & STEAM	SERVICE VARIOUS VEHICLES	4,875.45
121376 03/08/2022	CHK	RICOH USA	RICOH USA, INC.	MONTHLY RENT (2)COPY MACHINES	854.15
121377 03/08/2022	CHK	SPECTRA LAB	SPECTRA LABORATORIES-KITSAP, LLC	VARIOUS WATER TESTING	1,327.50
121378 03/08/2022	CHK	UTILI1	UTILITIES UNDERGROUND LOCATION	MONTHLY UNDERGROUND LOCATES	103.18
121379 03/08/2022	CHK	WPUDA	WASHINGTON PUD ASSOC.	MONTHLY DUES	1,758.00
121380 03/08/2022	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	(6)ANTI FREEZE	476.35
121381 03/08/2022	CHK	ANIXTER	ANIXTER INC	ELECTRIC INVENTORY SUPPLIES	17,683.12
121382 03/08/2022	CHK	BRUFF	BARNEY BRUFF	CLOTHING ALLOWANCE	200.00
121383 03/08/2022	CHK	BUILDERS	BUILDERS FIRSTSOURCE, INC	ALDERBROOK WATER MAIN REPLACEMENT	105.74
121384 03/08/2022	CHK	CAPIT2	CAPITAL INDUSTRIAL, INC.	LOAD CHAIN WITH GRAB HOOKS	625.69
121385 03/08/2022	CHK	GORDON TRUC	FREIGHTLINER NORTHWEST OLYMPIA	VEHICLE #65 - PRESSURE SENSOR	2,577.64
121386 03/08/2022	CHK	GCR TIRES	GCR TIRES & SERVICE	EQUIPMENT #110-(2)TIRES	567.01
121387 03/08/2022	CHK	GENPAC	GENERAL PACIFIC INC	ELECTRIC METERS	31,160.56
121388 03/08/2022	CHK	GRAY	GRAY & OSBORNE, INC	CANYONWOOD BEACH WATER SYSTEM PLAN	13,167.43
121389 03/08/2022	CHK	HDFOWL	HD FOWLER COMPANY	WATER INVENTORY PARTS	1,413.94

03/24/2022 9:43:29 AM

Accounts Payable Check Register

Page 2

03/07/2022 To 03/24/2022

Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
121390 03/08/2022	CHK	LEGACY TELE	LEGACY TELECOMMUNICATIONS, LLC	(2)GENERATORS WONDERLAND & HIGHLAND ESTA	99,350.69
121391 03/08/2022	CHK	MILES	MILES SAND & GRAVEL COMPANY	ROCK	266.58
121392 03/08/2022	CHK	PUD#3	PUD #3 OF MASON COUNTY	2022 SNOW STORM - MUTUAL AID	51,420.58
121393 03/08/2022	CHK	TOZIER	TOZIER BROS, INC	FORKLIFT - PROPANE	117.33
121394 03/08/2022	CHK	UNION	UNION HEIGHTS ROAD MAIN.	UNION HEIGHTS ROAD MAINT ANNUAL FEE	300.00
121395 03/08/2022	CHK	2	MARK SMITH	DUCTLESS HEATPUMP REBATE & BPA INCENTIVE	1,300.00
121396 03/14/2022	CHK	GE SOFTWARE	GE SOFTWARE INC DBA EKOS	MONTHLY EKOS FUEL SITE MODULE	80.00
121397 03/14/2022	CHK	GRAY	GRAY & OSBORNE, INC	SHADOWOOD WATER SYSTEM IMPROVEMENT	31,201.81
121398 03/14/2022	CHK	LILLIWAUP FAL	LILLIWAUP FALLS GENERATING COMP	FEBRUARY POWER USAGE	28,093.00
121399 03/14/2022	CHK	MTN2COAST	MTN2COAST, LLC	CANAL VIEW WATER SURVEY	9,600.00
121400 03/14/2022	CHK	2	ADRIANA D AGUIRRE	INACTIVE REFUND	111.77
121401 03/14/2022	CHK	2	TIFFANI ALLEN	INACTIVE REFUND	101.54
121402 03/14/2022	CHK	2	BRUCE ALSTEEN	INACTIVE REFUND	11.17
121403 03/14/2022	CHK	2	GREGORY W BOWMAN	INACTIVE REFUND	5.98
121404 03/14/2022	CHK	2	PAUL GIRARD	INACTIVE REFUND	54.05
121405 03/14/2022	CHK	2	DIANE GOWMAN	INACTIVE REFUND	207.58
121406 03/14/2022	CHK	2	JESSE KANZ	INACTIVE REFUND	78.52
121407 03/14/2022	CHK	2	PETE KONSCHUH	INACTIVE REFUND	307.26
121408 03/14/2022	CHK	2	PAUL LABRANCHE	INACTIVE REFUND	88.55
121409 03/14/2022	CHK	2	CHRIS LOWE	INACTIVE REFUND	373.86
121410 03/14/2022	CHK	2	JESSICA MILLER	INACTIVE REFUND	101.70
121411 03/14/2022	CHK	2	DARREL NORDYKE	INACTIVE REFUND	104.33
121412 03/14/2022	CHK	2	TAWHANA Y PULSIFER	INACTIVE REFUND	662.96
121413 03/14/2022	CHK	2	REBECCA RAINWATER	INACTIVE REFUND	488.70
121414 03/14/2022	CHK	2	ZACHARY REISINGER	INACTIVE REFUND	19.27
121415 03/14/2022	CHK	2	THE ESTATE OF LINDA TUDOR	INACTIVE REFUND	23.10

03/24/2022 9:43:29 AM

Accounts Payable Check Register

Page 3

03/07/2022 To 03/24/2022

Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
121416 03/14/2022	CHK	2	THOMAS WARD	INACTIVE REFUND	167.58
121417 03/14/2022	CHK	2	CHANCE YOUNG	INACTIVE REFUND	164.64
121418 03/14/2022	CHK	BKI ENGINEERI	BKI ENGINEERING SERVICES	ENGINEER COACHING-MENTORING	10,947.71
121419 03/14/2022	CHK	MAS 10	MASON COUNTY PUBLIC WORKS	UTILITY PERMIT-URD LINE ACROSS E MCREAVY	150.00
121420 03/14/2022	CHK	MILROY	BRANDY MILROY	TRAVEL PER DIEM-VANCOUVER	313.24
121421 03/14/2022	CHK	NISC	NISC	FEBRUARY 2022 RECURRING INVOICE	7,915.31
121422 03/14/2022	CHK	PARSON	PARSONS DIESEL & STEAM	SERVICE VEHICLE #65	2,088.63
121423 03/15/2022	CHK	ASPECT CONSU	ASPECT CONSULTING LLC	RIPPLEWOOD WATER RIGHT PROCESSING	2,064.00
121424 03/15/2022	CHK	NISC	NISC	FEBRUARY 2022-PRINT SERVICES	3,943.73
121425 03/15/2022	CHK	JOHN 3	ROBERT W. JOHNSON	FEBRUARY - RETAINER FEE	3,599.54
121426 03/15/2022	CHK	VERIZO	VERIZON WIRELESS	MONTHLY TABLET & (2)CELLULAR CHARGES	1,129.06
121427 03/15/2022	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	VEHICLE #65 - BEARINGS	697.13
121428 03/15/2022	CHK	ALTEC	ALTEC INDUSTRIES INC	VEHICLE #60 & #68-POLYESTER WEB & ROPE	225.41
121429 03/15/2022	CHK	GORDON TRUC	FREIGHTLINER NORTHWEST OLYMPIA	VEHICLE # 65-SENSOR & BRAKE REPAIR KIT	5,183.61
121430 03/15/2022	CHK	GENPAC	GENERAL PACIFIC INC	COPPER GROUND RODS	1,848.84
121431 03/15/2022	CHK	L.G.	L. G. ISAACSON CO. INC.	SHOP SUPPLIES	271.89
121432 03/15/2022	CHK	RIGHT	RIGHT WAY SPRING COMPANY	VEHICLE #68-SPRING ASSEMBLY	1,536.17
121433 03/15/2022	CHK	TOZIER	TOZIER BROS, INC	VEHICLE #104 -	1,523.74
121434 03/15/2022	CHK	2	MANKE EXCAVATING, LLC	RENTAL OF BACKHOE FOR ELLS HILL PROJECT	2,278.50
121435 03/16/2022	CHK	OGG, GARET	GARET OGG	CLOTHING ALLOWANCE	200.00
121436 03/16/2022	CHK	WASHDOT	WASHINGTON STATE DOT	UNION WATER -FRANCHISE AMENDMENT	500.00
121438 03/16/2022	CHK	DYNAM	DYNAMIC COLLECTORS, INC.	CASE NO 20CV0276	457.99
121439 03/16/2022	CHK	IBEW	IBEW LOCAL UNION #77	UNION DUES	899.27
121440 03/16/2022	CHK	PUDEMP	PUD #1 EMPLOYEE FUND	EMPLOYEE FUND	220.00
121441 03/24/2022	CHK	BUILDERS	BUILDERS FIRSTSOURCE, INC	WATER SUPPLIES-BLACKTOP REPAIR	28.92
121442 03/24/2022	CHK	CENTURYLINK	CENTURYLINK	LONG DISTANCE & OUTBOARD CHARGES(21)LINE	205.73

03/24/2022 9:43:29 AM

Accounts Payable Check Register

Page 4

03/07/2022 To 03/24/2022

Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
121443 03/24/2022	CHK	DAY	DAY WIRELESS SYSTEMS	RECURRING CHARGES-TWO WAY RADIO 26 UNITS	525.18
121444 03/24/2022	CHK	PAPE COMPANY	DITCH WITCH WEST	EQUIPMENT #107-SIGHT GLASS	71.64
121445 03/24/2022	CHK	GORDON TRUC	FREIGHTLINER NORTHWEST OLYMPIA	TRUCK #65-GASKET	5.22
121446 03/24/2022	CHK	GDS ASSOCIATE	GDS ASSOCIATES, INC	MONTHLY WPAG EXPENSES	288.63
121447 03/24/2022	CHK	HOOD CANAL	HOOD CANAL MARKET FRESH	ELECTRIC NON INVENTORY-PVC FITTING	61.12
121448 03/24/2022	CHK	MEGUIRE WHIT	MEGUIRE WHITNEY	GRANTWRITING	300.00
121449 03/24/2022	CHK	PUBPOW	PUBLIC POWER COUNCIL	2022 ANNUAL DUES ASSESSMENT	4,936.00
121450 03/24/2022	CHK	SHOP	THE SHOPPER'S WEEKLY	20 ANNUAL REPORT FOR 2021	238.15
121451 03/24/2022	CHK	DEPT 14	WASHINGTON STATE DEPARTMENT OF POLEYARD	CLEAN UP FEES	360.79
121452 03/24/2022	CHK	2	BENTLEY ADVANCING INFRASTRUCTUSOFTWARE	FOR ELECTRIC ENGINEERING	2,170.00
121453 03/24/2022	CHK	2	BENTLEY ADVANCING INFRASTRUCTUSPIDA	SOFTWARE ACADEMY	505.00
Total Payments for Bank Account - 4 :					(89) 854,215.63
Total Voids for Bank Account - 4 :					(0) 0.00
Total for Bank Account - 4 :					(89) 854,215.63
Grand Total for Payments :					(89) 854,215.63
Grand Total for Voids :					(0) 0.00
Grand Total :					(89) 854,215.63

03/24/2022 9:43:29 AM

Accounts Payable Check Register

Page 5

PARAMETERS ENTERED:**Check Date:** 03/07/2022 To 03/24/2022**Bank:** All**Vendor:** All**Check:****Journal:** All**Format:** Summary**Extended Reference:** No**Sort By:** Check/Transaction**Voids:** Current**Payment Type:** All**Group By Payment Type:** No**Minimum Amount:** 0.00**Authorization Listing:** No**Credit Card Charges:** No

03/21/2022 3:06:40 PM

Payroll/Labor

Page 1

Check Register

Pay Date: 03/16/2022 To 03/16/2022

Empl Name	Pay Date	Dir Dep/Check	Net Pay	Type
150 GARET A OGG	03/16/2022	121437	1,086.25	CHK

PARAMETERS ENTERED:

Pay Date: 03/16/2022 To 03/16/2022

Check/Direct Deposit: All

Employee: 150

Journal: 0

Division: All

Format: Summary By Check

Sort By: Check/Direct Deposit

03/21/2022 3:06:40 PM

Payroll/Labor

Page 1

Check Register

Pay Date: 03/16/2022 To 03/16/2022

Empl Name	Pay Date	Dir Dep/Check	Net Pay	Type
150 GARET A OGG	03/16/2022	121437	1,086.25	CHK

PARAMETERS ENTERED:

Pay Date: 03/16/2022 To 03/16/2022

Check/Direct Deposit: All

Employee: 150

Journal: 0

Division: All

Format: Summary By Check

Sort By: Check/Direct Deposit



PUBLIC UTILITY DISTRICT NO. 1

OF MASON COUNTY

N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

STANDARD CLAIM FORM

PLEASE TYPE OR PRINT IN INK

Please return to:

General Manager
21971 N. Hwy 101 Shelton, WA 98584

Business Hours: 8:00am - 5:00pm

PERSONAL INFORMATION

1. CLAIMANT'S NAME:

Roberts Kimberly Jean
Last Name First Middle

2. RESIDENCE ADDRESS CURRENT ADDRESS:

4103 Libby Rd NE Olympia WA 98506

3. MAILING ADDRESS (IF DIFFERENT):

P.O. Box 1173 Olympia, WA 98507

4. RESIDENTIAL ADDRESS AT TIME OF INCIDENT:

Same

5. CLAIMANT'S DAYTIME TELEPHONE: (206) 438 8161 (360) 402 4938
Home Business

6. CLAIMANT'S E-MAIL ADDRESS morrita2@live.com

INCIDENT INFORMATION

7. DATE OF INCIDENT: Jan 1 21 2022
month day year

8. TIME: 11 A.M. P.M. (CIRCLE ONE)

9. IF THE INCIDENT OCCURRED OVER A PERIOD OF TIME PLEASE PROVIDED: N/A

BEGINNING TIME: / /
month day year

ENDING TIME: / /
month day year

10. LOCATION OF INCIDENT:
355 Canal View St Brinnon Jefferson
Address/Street/Mile Post City County



PUBLIC UTILITY DISTRICT NO. 1

OF MASON COUNTY

N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

11. NAMES, ADDRESSES, AND TELEPHONE NUMBERS OF ALL PERSONS INVOLVED, OR WITNESS, TO THIS INCIDENT:

Olympic Canal Tracts - 360 796 4141

United Rentals (Ky) - 360 968 9154

12. NAMES, ADDRESSES, AND TELEPHONE NUMBERS OF ALL DISTRICT EMPLOYEES HAVING KNOWLEDGE ABOUT THIS INCIDENT (ATTACH ADDITIONAL SHEETS, IF NECESSARY):

Mike York - 360 490 3636

13. DISTRICT EMPLOYEE ALLEGEDLY RESPONSIBLE FOR DAMAGES/INJURY: Unknown

14. DESCRIBE CONDUCT AND CIRCUMSTANCES CAUSING INJURY OR DAMAGES, EXPLAINING EXTENT OF MEDICAL, PHYSICAL, OR MENTAL INJURIES (ATTACH ADDITIONAL SHEETS, IF NECESSARY):

Low hanging power lines were pulled by a moving truck
causing damage to the cabins electrical meter & roof.

15. LAW ENFORCEMENT/SECURITY/FIRE/EMERGENCY AGENCIES WHO RESPONDED TO THE INCIDENT (PLEASE INCLUDE REPORT OR CASE NUMBER IF AVAILABLE)

N/A

16. NAME, ADDRESS, AND TELEPHONE NUMBER OF TREATING PHYSICIAN(S) AND ATTACH COPIES OF MEDICAL REPORTS AND BILLINGS:

N/A

17. PLEASE PROVIDE COPIES OF ANY DOCUMENTS, PICTURES, OR OTHER RECORDS THAT SUPPORT OR RELATE TO YOUR CLAIM. We will need you to provide the year, make and model for each item you claim was damaged such as appliances or vehicles. Please see Attached: Site visit invoice,

copy of email, Proposal For Damages Repair estimate, proof of ownership, and
pictures of Damages occurred.



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS
MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

18. I / WE DO HEREBY CLAIM DAMAGES FROM 1/21/2022 IN THE SUM OF \$ 6,543.⁵⁰

This claim form must be signed either:

- (i) By the claimant, verifying the claim;
- (ii) Pursuant to a written power of attorney, by the attorney in fact for the claimant;
- (iii) By an attorney admitted to practice in Washington state on the claimant's behalf; or
- (iv) By a court-approved guardian or guardian ad litem on behalf of the claimant.

I certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Kimberly J. Roberts
Signature of Claimant

3/9/22
Date

How your claim will be processed:

1. Claimant submits claim and supporting material to the General Manager.
2. GM conducts an internal investigation to gather facts and review claim with senior staff team.
3. PUD attorney reviews claim and makes recommendation to either approve or deny the claim, or to send it to the PUD's insurance carrier for independent investigation and review.
4. After the investigation is completed, the claim is presented at following Board of Commissioners meeting for approval/denial if it does not need to be sent to the insurance carrier.
5. If the claim is denied, a letter is sent to the claimant explaining why it was denied.
6. If the claim is not initially denied by the Board of Commissioners, it will be sent to the PUD's insurance carrier for processing.
7. If the claim is approved, payment unless the amount is minimal, in which case it may be processed in the PUD's next accounting cycle.

No claims shall be considered without completion of the standard tort claim form and supporting documentation. No claims shall be presented to the Board of Commissioners without going through the investigation process, internal review and review by the PUD's attorney.

DOUBLE D ELECTRICAL, INC.

PO BOX 957
PORT HADLOCK, WA 98339

(360) 385-1130

INVOICE

INVOICE #	I-29101
INVOICE DATE:	1/31/22

PAID
02/21/22

MAILING ADDRESS
KIM ROBERTS PO BOX 1173 OLYMPIA, WA 98507

NET 10

JOB DESCRIPTION
METER REPLACEMENT

LOCATION
KIM ROBERTS 355 CANAL VIEW ST BRINNON, WA 98320

MATERIAL / WORK DESCRIPTION	QUANTITY	CHARGE
SITE VISIT DEPOSITS ARE NON-REFUNDABLE. DEPOSIT WILL BE CREDITED TO INVOICE IF BID IS ACCEPTED WITHIN 30 DAYS. CREDIT CARD SERVICE FEE OF 3%		90.00T
		2.95
NET 10 12% APR ON ALL INVOICES OVER 30 DAYS (1% PER MONTH) \$39 LATE FEE ASSESSED AFTER 45 DAYS 3% SERVICE FEE ON ANY CREDIT / DEBIT CARD PAYMENTS. LABOR CHARGES REFLECT ALL JOB RELATED TIME.	PRE-TAX SUB	\$92.95
	SALES TAX (9.1%)	\$8.19
	PAID / CRED	-\$101.14
	BALANCE DUE	\$0.00

Roberts, Kimberly J

From: Kim Roberts <morrita2@live.com>
Sent: Sunday, March 6, 2022 9:29 AM
To: Roberts, Kimberly J
Subject: [EXTERNAL] FW: Estimate P-28168 from DOUBLE D ELECTRICAL, INC
Attachments: Est_P28168_from_DOUBLE_D_ELECTRICAL_INC_17200.pdf

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you suspect this email is phishing, use the Report Phishing button on your toolbar to report it.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Bill Craighead <billc@ddelectrical.com>
Date: 3/6/22 8:20 AM (GMT-08:00)
To: MORRITA2@LIVE.COM
Subject: Estimate P-28168 from DOUBLE D ELECTRICAL, INC

KIM:

Please review the attached estimate- P-28168. You will see in the proposal that we are not going to re-use the existing Zinsco panel. We will need to gut the service panel box and use it as a junction box to transfer all the circuits to the new panel on the outside. We are not allowed to refeed Zinsco panels as they were recalled in the early 80's. They are not as wide as other panels either, and a check of the framing while I was there revealed not enough width to put a modern panel in its place. This is why the proposal shows a new panel and disconnect on the exterior. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,

Bill Craighead
Generators & Commercial Estimating
Double D Electric, Inc.
PO BOX 957 / 191 Chimacum Road
Port Hadlock, WA 98339
(360) 385-1130
billc@ddelectrical.com

PO BOX 957
PORT HADLOCK, WA 98339
(360) 385-1130

PROPOSAL #	P-28168
PROPOSAL DATE	03/06/22

SITE ADDRESS
KIM ROBERTS 355 CANAL VIEW ST BRINNON, WA 98320

JOB DESCRIPTION	Rep	Alt. Phone #	
METER REPLACEMENT	BC	E-mail	MORRITA2@LIVE.COM

DESCRIPTION	QTY	RATE	TOTAL
PROVIDE LABOR AND MATERIAL FOR THE FOLLOWING SCOPE OF WORK: - REMOVE AND DISPOSE OF EXISTING DAMAGED METER BASE AND RISER . - REMOVE DAMAGED PLYWOOD AND REPLACE. AFTER NEW SERVICE IS INSTALLED, INSTALL TAR PAPER TO CREATE A TEMPORARY WEATHERPROOF SEAL UNTIL OWNER CAN PROCURE SERVICES OF A ROOFER TO COMPLETE A PROPER ROOF REPAIR. - INSTALL A 200A 120/240V 1Ø 30CIRCUIT OVERHEAD SERVICE WITH CABLE GUY KIT. TO MEET NEC 2020 CODE, NEW SERVICE DISCONNECT WILL NEED TO BE ON EXTERIOR OF BUILDING. - TURN INTERIOR PANEL INTO A JUNCTION BOX, AND TRANSFER CIRCUITING TO NEW SERVICE PANEL ON EXTERIOR. - WA STATE L&I PERMIT AND INSPECTION IS INCLUDED IN THIS PROPOSAL. - MASON COUNTY PUD FEES AND CHARGES ARE NOT INCLUDED IN THIS PROPOSAL AND WILL BE BILLED DIRECTLY TO THE ACCOUNT HOLDER.		5,905.00	5,905.00T
Sales Tax		537.36	537.36

We Propose hereby to furnish material and labor - complete in accordance with these specifications for the sum of: **\$6,442.36**

THANK YOU FOR THE OPPORTUNITY TO PROVIDE A PROPOSAL

Authorized Signature: Date:

Note: this Proposal may be withdrawn by us if not accepted within 30 Days

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard electrical practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the Estimate. All agreements contingent upon supplier-initiated strikes, accidents or delays that are beyond our control. Property Owner to provide requisite property insurance.

Double "D" Electrical, Inc. workers are fully covered by Workman's Compensation Insurance. All our electricians are Department of Labor & Industries certified as provided by law. License #DOUBLDE982PD

ACCEPTANCE OF PROPOSAL - The Prices, specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified.
50% down and balance upon completion unless otherwise stated.

Authorized Signature: Date:



Jefferson County Assessor
Jeff Chapman
P.O. Box 1220
Port Townsend, WA 98368
(360) 385-9105

Presorted First Class
U.S. Postage
PAID
The Master's Touch, LLC

Legal Description:

OLYMPIC CANAL ADDITION 6 BLK 9 LOT 34

Situs Address:

355 CANAL VIEW ST BRINNON, WA 98320

Value	Previous	New
Buildings	35,613	37,231
Market Land	26,775	26,775
Current Use Land		
Total Market	62,388	64,006
Taxable Value	62,388	64,006
Tax Area: 0441		

Parcel Number

981600909

Property ID

37147

Assessed Year

2021

Tax Year

2022

Notice Date

08/02/2021

Last Date to Appeal

09/01/2021



27072*25**G50**AUTO**ALL FOR AADC 983
KIMBERLY J ROBERTS
ROB ROBERTS
PO BOX 1173
OLYMPIA WA 98507-1173









Service
Approval Only

200 240V 3Ø TYPE G1SR 30TA 1.6A
Mason County PUD #1
92 574 276
Itron
CALIFORNIA METER
USA







PUD1 – Executive Summary – February 2022

This report summarizes information on the current financial status of Mason County PUD No. 1 for the month of February 2022:

- **Work in Progress:**
 - 2021 Form 7 – Due March 31, 2022
 - 2021 Annual Report (State Auditors Office) – Due May 30, 2022
 - FEMA Grant Applications
- **Completed Projects:**
 - Clean Energy Implementation Plan
 - 2021 Privilege Tax Return
 - 2022 Budget Development
 - Hazard Mitigation Grants – 2021 / 2022
 - DOH Construction Loans / Grants for 2022 Projects
- **Planned Key Milestones, Activities and / or Events:**
 - Long range financial and budgetary planning – ongoing.

Financial Highlights:

- Revenue – Gross Revenue was \$1,072,379 for the month of February 2022.
- Expenditures – Gross expenditures were \$996,781 for the month of February 2022.
- COVID Metrics – As of February, there were 78 electric accounts and 30 water accounts that were 90 days or more past due for a total of \$45,873.

Financial Metrics as Compared with Prior Year:	February 2022	February 2021
Total General Cash and Investments	\$1,164,093	\$1,324,397
Current Ratio (Current Assets/Current Liabilities)	2.13 to 1	2.73 to 1
Debt Service Coverage (O&M/ Debt Service)	3.70	2.78
Long-Term Debt to Net Plant	36%	39%
Total Debt to Equity Ratio (Total Liabilities/Total Equity)	50%	54%
Long Term Debt to Equity Ratio (Long Term Debt / Total Equity)	44%	48%
Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest)	6.91	3.92
Cash on Hand (Total Available Cash/Average Daily Costs)	40 Days (General) 162 Days (All Funds)	47 Days (General) 143 Days (All Funds)



Mason County PUD No 1

Budget Summary by Division For the Month Ended February 28, 2022

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
Total Revenue	\$ 874,166.69	\$ 197,282.55	\$ 929.46	\$ 1,072,378.70
Budgeted	\$ 947,616.00	\$ 167,985.00	\$ 902.50	\$ 1,116,503.50
Difference (-/+)	\$ (73,449.31)	\$ 29,297.55	\$ 26.96	\$ (44,124.80)
% of Budget	92%	117%	103%	96%
 Total Expenditures	 \$ 816,580.85	 \$ 180,116.86	 \$ 83.38	 \$ 996,781.09
Budgeted	\$ 850,008.98	\$ 176,896.32	\$ 750.19	\$ 1,027,655.49
Difference (-/+)	\$ (33,428.13)	\$ 3,220.54	\$ (666.81)	\$ (30,874.40)
% of Budget	96%	102%	11%	97%
 Net Operating Margins	 \$ 57,585.84	 \$ 17,165.69	 \$ 846.08	 \$ 75,597.61
Budgeted	\$ 97,607.02	\$ (8,911.32)	\$ 152.31	\$ 88,848.01
Difference (-/+)	\$ (40,021.18)	\$ 26,077.01	\$ 693.77	\$ (13,250.40)
% of Budget	59%	-193%	555%	85%



Mason County PUD No 1

Budget Summary by Division for the Two Month Ended February 28, 2022

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
Total Revenue	\$ 2,317,093.23	\$ 433,443.33	\$ 1,831.80	\$ 2,752,368.36
2022 Budget	\$ 9,867,493.00	\$ 2,559,920.00	\$ 11,169.00	\$ 12,438,582.00
Difference (-/+)	\$ (7,550,399.77)	\$ (2,126,476.67)	\$ (9,337.20)	\$ (9,686,213.64)
% of Budget	23%	17%	16%	22%
Total Expenditures	\$ 1,876,289.92	\$ 375,445.23	\$ 793.80	\$ 2,252,528.95
2022 Budget	\$ 9,511,110.00	\$ 2,324,170.29	\$ 8,121.00	\$ 11,843,401.29
Difference (-/+)	\$ (7,634,820.08)	\$ (1,948,725.06)	\$ (7,327.20)	\$ (9,590,872.34)
% of Budget	20%	16%	10%	19%
Net Operating Margins	\$ 440,803.31	\$ 57,998.10	\$ 1,038.00	\$ 499,839.41
2022 Budget	\$ 356,383.00	\$ 235,749.71	\$ 3,048.00	\$ 595,180.71
Difference (-/+)	\$ 84,420.31	\$ (177,751.61)	\$ (2,010.00)	\$ (95,341.30)
% of Budget	124%	25%	34%	84%

Cash Flow

Beginning Cash (General Fund)	49,753.30	96,037.62	4,195.20	149,986.12
Net Operating Margin (Excluding Depreciation)	576,245.78	149,942.84	981.92	727,170.54
Cash Transferred to / from Special Funds	294,425.36	(109,743.31)	(4.80)	184,677.25
Change in Accounts Receivable	(19,210.50)	53,228.30	(1,068.91)	32,948.89
Change in Accounts Payable	154,713.54	24,115.45	91.79	178,920.78
Cash Expended on Utility Plant	(215,045.16)	(387,834.39)	0.00	(602,879.55)
Change in CWIP	(703,480.54)	269,166.45	0.00	(434,314.09)
Ending Cash (General Fund)	137,401.78	94,912.96	4,195.20	236,509.94



Mason County PUD No. 1

Cash & Investment Balances

As of February 28, 2022

Cash Balances

Cash - General Funds

\$ 236,509.94

Cash - Restricted

\$ 67,835.28

Total Cash

\$ 304,345.22

Investment Balances (LGIP)

Investments - Electric

\$ 549,600.25

Investments - Sewer

\$ 30,554.45

Investments - Water

\$ 279,592.83

Total Investments

\$ 859,747.53

Total Cash & Investments

\$ 1,164,092.75

***Does Not Include Designated Funds*

AGREEMENT FOR BANKING SERVICES

THIS AGREEMENT is entered into the date last below written between the **PUBLIC ENTITY, WASHINGTON ("PUBLIC ENTITY")** and **COLUMBIA BANK ("CONTRACTOR")**.

1. SERVICES BY CONTRACTOR

Contractor shall perform the services described in the scope of work attached hereto as Attachment 1A and Contractor's Comprehensive Proposal for Banking Services dated March 30, 2018.

2. COMPENSATION

The Public Entity shall pay the Contractor for each of the services as set forth in the Proposal in accordance with the amounts and conditions specified in the Proposal. Fees will be paid through compensating balance or where specified in the Proposal through direct payment.

3. DISCRIMINATION AND COMPLIANCE WITH LAWS

- A. Contractor agrees not to discriminate against any employee or applicant for employment or any other person in performance of this Agreement because of race, creed, color, national origin, marital status, veteran status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.
- B. Contractor shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.
- C. Violation of this Paragraph 3, shall be a material breach of this Agreement and shall be grounds for cancellation, termination, or suspension of the Agreement by Public Entity, in whole or in part, and may result in ineligibility for further work for Public Entity.

4. TERM AND TERMINATION OF AGREEMENT

- A. The term of this Agreement shall be four (4) years. Upon mutual written consent, subject to the provisions for termination as set for in this section, the Public Entity anticipates that this Agreement will be extended for four (4) additional years. During extension periods, all terms and conditions of the existing Agreement shall remain in effect except those mutually agreed to in writing and amended for the extension period.
- B. This Agreement may be terminated by either party without cause upon ninety days' written notice, in which event all finished or unfinished documents, reports, or other material or work of Contractor pursuant to this Agreement shall be submitted to Public Entity, and Contractor shall be entitled to just and equitable compensation at the rate set forth in Paragraph 2 for any satisfactory work completed prior to the date of termination.

5. OWNERSHIP OF WORK PRODUCT

All data, materials, reports, memoranda and other documents developed under this Agreement whether finished or not shall become the property of Public Entity, shall be forwarded to Public Entity at its request and may be used by Public Entity as it sees fit. Public Entity agrees that if it uses products prepared by Contractor for purposes other than those intended in this Agreement, it does so at its sole risk and it agrees to hold Contractor harmless therefore.

6. GENERAL ADMINISTRATION AND MANAGEMENT

The General Manager shall be the Public Entity's contract approval representative and shall approve any contractual changes and/or extensions and authorize the signature and access authority for all Public Entity representatives; including but not limited to signature cards for account access, Public Entity check signing authority, credit card issuance, short term lines of credit, and online banking access. The Director of Business Services shall be Public Entity's business representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all charges, under this Agreement. The General Manager may authorize additional authority of the Director of Business Services in writing during the term of this contract.

7. HOLD HARMLESS

- A. Contractor shall protect, defend, indemnify and save harmless the Public Entity, its officers, employees and agents from any and all costs, claims, judgments or awards of damages, arising out of, or in any way, resulting from the negligent acts or omissions of Contractor, its officers, employees and agents in performing this Agreement.

8. INSURANCE

Contractor Shall Maintain Insurance as Follows:

1. Comprehensive or Commercial General Liability.
2. Workers Compensation coverage as required by the Industrial Insurance Laws of the State of Washington.
3. Federal Deposit Insurance (FDIC).
4. Banker's Blanket Bond including the following coverages:
 - a) Consultants Errors and Omissions or Professional Liability applying to all professional activities performed under the contract.
 - b) Bankers Professional Liability Insurance with All Risk coverage.
 - c) Electronic Funds Transfer and Computer Fraud Insurance.
 - d) Directors & Officers Liability Insurance.

Minimum Levels of Insurance

1. Comprehensive or Commercial General Liability: \$5,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage.

2. Workers Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
3. Banker's Blanket Bond including:
 - a) Consultants Errors or Omissions or Professional Liability: \$10,000,000 per occurrence.
 - b) Bankers Professional Liability Insurance with All Risk coverage for limits of \$10,000,000 per occurrence.
 - c) Electronic Funds Transfer and Computer Fraud Insurance with limits of \$10,000,000 per occurrence.
 - d) Directors & Officers Liability Insurance with a limit of \$10,000,000 per occurrence.

For all insurance policies: Each insurance policy shall be written on an "occurrence" form unless otherwise stated. For coverage purchased on a "claims made" basis, the Contractor warrants continuation of coverage, either through policy renewals or the purchase of an extended discovery period, if such extended coverage is available, for not less than three years from the date of Contract termination, and/or conversion from a "claims made" form to an "occurrence" coverage form.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the Public Entity. In the event the deductibles or self-insured retentions are not acceptable to the Public Entity, the Public Entity reserves the right to negotiate with the Contractor for changes in coverage deductibles or self-insured retentions; or alternatively, require the Contractor to provide evidence of other security guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Acceptability of Insurers

Insurance is to be placed with insurers with a current Bests' rating of A or with an insurer acceptable to the Public Entity.

Verification of Coverage

Contractor shall furnish the Public Entity with certificates of insurance affecting coverage required by this clause. The certificates for each insurance policy is to be signed by a person authorized by that insurer to bind coverage on its behalf and shall name the Public Entity as an "additional insured" except for coverages identified in Section A.3. and A.4. above. The certificates are to be received and approved by the Public Entity before work commences. The Public Entity reserves the right to require complete, certified copies of all required insurance policies at any time.

Neither the Public Entity nor Contractor shall assign, transfer, or encumber any rights, duties or interests accruing from this Agreement without the express prior written consent of the other.

9. FUTURE SUPPORT

The Public Entity makes no commitment and assumes no obligations for the support of Contractor's activities except as set forth in this Agreement.

10. INDEPENDENT CONTRACTOR

Contractor is and shall be at all times during the term of this Agreement an independent contractor.

11. ACTS OF INSOLVENCY

The Public Entity may immediately terminate this Agreement by written notice to Contractor if Contractor becomes insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or assets, becomes subject to any proceeding under any bankruptcy or insolvency law whether domestic or foreign, or has wound up liquidated, voluntarily or otherwise.

12. FORCE MAJEURE, SUSPENSION AND TERMINATION

In the event that either party is unable to perform its obligations under the Agreement or to enjoy any of its benefits because of natural disaster or actions or decrees of governmental bodies (hereunder referred to as a "Force Majeure Event" or "Event"), the party who has been so affected immediately shall give notice to the other party and shall do everything possible to resume performance. Upon receipt of such notice, the affected party shall be excused from such performance as is affected by the Force Majeure Event for the period of such Event. If the period of non-performance exceeds fifteen (15) days from the receipt of notice of Force Majeure Event, the party whose ability to perform has not been so affected, may terminate the Agreement by giving written notice. If such Event shall affect the delivery day or warrant provisions of the Agreement, such date of warranty period shall automatically be extended for a period equal to such Event.

13. EXTENT OF AGREEMENT MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties hereto.

14. WASHINGTON STATE PUBLIC DEPOSITARY

During the term of this contract, the Contractor shall be a qualified depository for public funds and must at all times be in compliance with the Washington Public Deposit Protection Act (RCW 39.58) (the "Act"). The Contractor must provide to the Public Entity written notice should it no longer be approved or qualify as a public depository or otherwise be in non-compliance with the Act. Should the Contractor lose its approval or qualification for the deposit of public funds, the Public Entity may, in the Public Entity's sole discretion, terminate this contract, without penalty to the Public Entity. The Contractor shall be liable for and shall reimburse to the Public Entity all fees, costs, and expenses incurred by the Public Entity in transferring its financial operations to another qualified and approved Washington State Public depository, including but not limited to, staff time, check restock, credit card transfer fees, ACH

set-up fees, and account setup fees. Contractor shall liquidate any timed deposits or investments (Certificates of Deposit/Money Market Funds/Bankers Acceptance/Etc.), without penalty to the Public Entity.

IN WITNESS WHEREOF, the parties have executed this Agreement as of April 24 2018

CONTRACTOR

By: David Ragan

Name: DAVID RAGAN

Title: VP, TREASURY MGMT.

PUBLIC ENTITY

By: Steven Taylor

Name: STEVEN TAYLOR

Title: General Manager

Approved as to form:
Public Entity Attorney

ATTACHMENT IA

SAMPLE SCOPE OF SERVICES

A. Banking Services - Basic

1. **General Banking:** The Vendor must have and maintain a local deposit branch operation that can accommodate the security, deposit volume, and change order demands associated with our accounts. The Vendor must process returned/recleared items, stop payments, change/currency orders, and photocopying services for items or documents related to the Public Entity's bank accounts.
2. **Deposit Verifications:** The Vendor must provide for deposit verification and return of validated deposit receipts to the Public Entity.
3. **Check Processing:** The Vendor must be able to process Public Entity checks and validate signatures and authorized signing agents. The Public Entity may select a positive pay check process during the term of this contract.
4. **Electronic Money Transfers:** The Vendor must provide incoming and outgoing electronic money transfer services, including ACH and Wire safeguards and security measures.
5. **Direct Deposit:** The Vendor must have the capability to accommodate a wide range of electronic payment and deposit services and must guarantee the turnaround time as determined by the Public Entity for processing direct deposits to the customer accounts. The Public Entity may select a direct deposit option for the payment of employee checks during the term of this contract.
6. **Overdraft Notification:** The Contractor will provide the Public Entity with notification if a Public Entity account is overdrawn or has an overdraft. The Public Entity shall respond within three hours with direction on an overdraft item or will transfer sufficient funds to cover the overdrawn account.
7. **Tax Processing and Remittance:** The Vendor must be able to accommodate the Public Entity's payment and reporting of payroll and other taxes should the Public Entity elect to directly provide payroll services during the term of this contract.
8. **Balance Reporting:** The Vendor must have an electronic communication/file transmission system that allows the Public Entity to access data by 8:00 a.m. Pacific Standard Time, including previous day balance, collected balances, earnings allowance, and transaction information for each designated account.
9. **Account Reconciliation:** The Vendor must provide monthly reconciliation reports, bank statements, account analysis statements, confirmations and other report related features within a maximum of 10 working days after month end. The Vendor must be able to provide various reports and statements in a computer media and also provide specialized reports as needed.
10. **Credit/Debit Card Processing:** The Vendor must provide an electronic system to accommodate credit/debit card authorizations and processing.
11. **Emergency Preparedness and Disaster Recovery:** The Vendor must have a fully

developed disaster recovery plan, including remote sites for currency acquisition and recovery of records.

12. **Interim Financing:** The Vendor must bid competitively on all legally acceptable interim financing debt issues such as tax anticipation notes, bond anticipation notes, or other notes issued in anticipation of future revenues.
13. **Conversion Plan:** The Vendor must provide for a smooth transition. The Vendor must also provide on-site training to Public Entity personnel for the operation and use of the Vendor's services and automated systems.
14. **Developer Extension Trust Account(s)** – The Vendor must be able to provide an interest bearing deposit account, under the name and control of the Public Entity, for any executed developer extension as resolved by Public Entity Resolution #578.
15. **Other Banking Services** – The Public Entity and Contractor may mutually agree to additional banking services or changes to existing banking services during the term of this agreement.

B. Subcontractors

Contractor shall include all subcontractors as insured's under its policies or shall require subcontractors to provide their own coverage. All coverages for subcontractors shall be subject to all of the requirements stated herein.

C. Service Fees and Rates [or refer to RFP proposal]

Item	Rate	Comments
Deposit Assessment		
Account Maintenance		
Cash Deposited		
Cash		
Checks		
ACH Items		
Deposits		
Change		
Checks (Debits)		
Statement Postage		
Deposit Slip Orders		
Account Transfers		
Item Inquiry		
On-Us Deposited Items		
Canadian Deposited Items		
Local Deposited Items		

Direct Send Deposited Items		
Other Fed Deposited Items		
12th Fed Deposited Items		
NSF Charges		
Overdraft Charges		
Enc Canadian Dep Items		
Enc Local Dep Items		
Enc Direct Send Dep Items		
Enc On-Us Dep Items		
Enc Other Fed Deposited Items		
Enc 12th Fed Deposited Items		
Pre-Encoded Reject Surcharge		
Stop Payments		
Redeposited Returned Item		
Deposits Posted		
Deposited Items Returned		
Vault Deposits Posted		
ACH Return Items		
ACH Notification Of Change		
ACH Deleted Items		
ACH Reversals		
ACH Report Monthly / Summary		
ACH Report Detail Records		
ACH File Confirmation Report		
ACH Optional Reports - Fax		
ACH Direct Dep - Transmission Input		
ACH Dir Dep - On-Us Items		
ACH Dir Dep - Off-Us Items		
ACH Consumer Debit - Input		
ACH Consumer Drs - On-Us Items		
ACH Consumer Drs - Off-Us Items		
ACH Standard Reports - Fax		
ACH Standard Reports - Mail		
Balance Reporting Maintenance		
Balance Rept Statement Items		
Balance Rept Stmt Reports		
Automated Incoming Wires		
Automated Internal Transfers		
Auto Outgoing Repetitive Wires		

CD ROM Image Storage

Positive Pay w/ Account Recon

Other Services Not Listed Above:

- D. Attachment – Contractor’s Comprehensive Proposal for Banking Services dated March 30, 2018 and April 12, 2018- Revised Price Match of Lowest Proposal, plus 10%.**

ATTACHMENT A

BANK	COLUMBIA		
Type of Service	Average Monthly Activity	Unit Price	Average Monthly Charge
DEPOSITORY SERVICES			
FDIC ASSESSMENT (PER \$1000)	18,711	\$0.000	\$0.00
ACCOUNT MAINTENANCE	2	\$7.200	\$14.40
BANKING CENTER DEPOSIT	43	\$0.130	\$5.59
ZBA MASTER ACCOUNT MAINT	1	\$0.000	\$0.00
ZBA SUBSIDIARY ACCOUNT MAINT	1	\$0.000	\$0.00
ZBA PER TRANSACTION	21	\$0.000	\$0.00
RETURNS-CHARGEBACK	6	\$4.500	\$27.00
RETURNS-RECLEAR	9	\$2.000	\$18.00
RETURNS-RECLEAR SERVICES	1	\$0.000	\$0.00
CKS DEP UN-ENCODED ITEMS	591	\$0.050	\$29.55
DEBITS POSTED-ELECTRONIC	11	\$0.000	\$0.00
CREDITS POSTED-ELECTRONIC	191	\$0.000	\$0.00
DEPOSIT ACCOUNT STATEMENTS	2	\$0.000	\$0.00
GEN DISB CKS PD-IS FRONT IMG	442	\$0.100	\$44.20
STOP PAY MANUAL<=12 MONTHS	1	\$25.000	\$25.00
CHECK DEPOSIT-ICL OR RDSO	21	\$0.050	\$1.05
IMAGE DEPOSITED ITEMS-ICL	9,627	\$0.000	\$0.00
TRANSMISSION MAINTENANCE	1	\$0.000	\$0.00
STOP PAYMENT	1	\$25.000	\$25.00
		\$0.000	\$0.00

ATTACHMENT A

BANK	COLUMBIA		
Type of Service	Average Monthly Activity	Unit Price	Average Monthly Charge
GENERAL ACH SERVICES		\$0.000	\$0.00
ACH OPTIONAL REPORTS-FAX	27	\$0.000	\$0.00
ACH RETURN ITEM	3	\$4.500	\$13.50
ACH MONTHLY MAINTENANCE	2	\$0.000	\$0.00
ACH INPUT-FILE	14	\$0.000	\$0.00
ACH NOTIF OF CHANGE (NOC)	2	\$0.000	\$0.00
ACH STANDARD REPORTS-FAX	8	\$0.000	\$0.00
ACH CONSUMER ON US CREDITS	59	\$0.060	\$3.54
ACH CONSUMER OFF US CREDITS	375	\$0.060	\$22.50
ACH CONSUMER ON US DEBITS	380	\$0.060	\$22.80
ACH CONSUMER OFF US DEBITS	2,353	\$0.060	\$141.18
ACH CREDIT RECEIVED ITEM	191	\$0.060	\$11.46
ACH DEBIT RECEIVED ITEM	12	\$0.060	\$0.72
		\$0.000	\$0.00
WIRE TRANSFER		\$0.000	\$0.00
MTHLY MAINT BASIC	1	\$0.000	\$0.00
PH OR STND ORDER TEMP STORE	5	\$0.000	\$0.00
ELEC WIRE OUT-DOMESTIC	3	\$9.000	\$27.00
WIRE ADVICE-MAIL	3	\$0.000	\$0.00
CUST MNT TEMP STORAGE	7	\$0.000	\$0.00
		\$0.000	\$0.00
INFORMATION SERVICES		\$0.000	\$0.00
ONLINE SUBSCRIPTION	1	\$0.000	\$0.00
PREM IR MAINTENANCE	1	\$0.000	\$0.00
PREM PDR ACCOUNT	2	\$0.000	\$0.00
PREM PDR ITM STORED	1,082	\$0.000	\$0.00
PREM CDR ACCOUNT	2	\$0.000	\$0.00

ATTACHMENT A

BANK	COLUMBIA		
Type of Service	Average Monthly Activity	Unit Price	Average Monthly Charge
PREM CDR ITEM	923	\$0.000	\$0.00
PREM RESEARCH ITEM	5	\$0.000	\$0.00
		\$0.000	\$0.00
EDI SERVICES		\$0.000	\$0.00
GLOBAL ADVICE AR ELEC PER PMT	199	\$0.000	\$0.00
GLOBAL ADVICE AR ELECT MAINT	1	\$0.000	\$0.00
		\$0.000	\$0.00
IMAGE		\$0.000	\$0.00
IMAGE ARCHIVE-7 YEARS	334	\$0.000	\$0.00
IMAGE MAINTENANCE	1	\$0.000	\$0.00
		\$0.000	\$0.00
MISCELLANEOUS		\$0.000	\$0.00
CHECK COPY		\$0.000	\$0.00
STORE CURRENCY & COIN DEPOSITED		\$0.000	\$0.00
		\$0.000	\$0.00
OTHER CHARGES		\$0.000	\$0.00
OVERDRAFT		\$27.000	\$0.00
ENDORSEMENT STAMPS		\$0.000	\$0.00
DEPOSIT SLIP BOOKS	1000	\$0.000	\$0.00
CHECK STOCK	500	\$0.000	\$0.00
DISPOSABLE DEPOSIT BAGS		\$0.000	\$0.00
LOCKING BANK BAGS		\$0.000	\$0.00

**Not applicable to the PUD

Total MONTHLY Cost \$432.49

Earnings Credit Rate 0.50%

Agreement to Extend Contract for Banking Services

THIS AGREEMENT made this ____ day of ____ 2022 by and between the PUD #1 of Mason County, hereinafter call called "PUD" and COLUMBIA BANK, a corporation, hereinafter call "BANK" to modify that certain Agreement for Banking Services dated, March 30, 2018. All other terms and conditions of the Contract shall remain in force, except for the following agreed upon conditions.

That for and in consideration of payments and agreements hereinafter mentioned:

1. The Bank will continue to provide depository and banking services for the PUD through March 30, 2027 (expiration date).
2. Agreement for Banking Services dated March 30, 2018 attached hereto as exhibit.
3. The account analysis fee schedule shall not increase during the term of the contract.

This agreement may be terminated by either party upon ninety (90) days written notice.

The parties hereto have executed this agreement, or caused to be executed by their fully authorized officials.

PUD #1 OF MASON COUNTY

COLUMBIA BANK

X _____

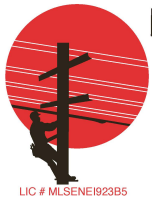
X _____

Name

Name

Title

Title



MLS Enterprise, Inc.
Utility
Communications
Contractor
(360) 830-2170

BID PROPOSAL

Estimate #
3128

P.O. Box 1028
Seabeck, WA 98380
mlsbooks11@gmail.com

3/24/2022

Mason County PUD #1
21971 N. Hiway 101
Shelton, WA 98584

Project

Description	Total
<p>PROJECT DESCRIPTION: Triton 101 Fiber Buildout</p> <p>SCOPE OF PROJECT: To build all aerial plant including strand, fiber, terminals and all associated plant. Also includes underground section for trenching, conduit and vault placement to create path for fiber and terminals.</p> <p>COST for all labor, materials and traffic control as necessary to complete project (fiber, vaults and conduit not included)</p> <p>NOTE: Does not include excessive select fill change out for weather-related issues. Also, anchor placement not included.</p>	179,550.00T

Subtotal	\$179,550.00
Sales Tax (8.5%)	\$15,261.75
Total	\$194,811.75



PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY
N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

March 20, 2022

Mr. Gerard Urbas
Washington Military Department
Public Assistance Program
MS: TA-20 Building 20-B
Camp Murray, WA 98430-5122

Re: Designated Applicant Agent

Dear Mr. Urbas:

The purpose of this letter is to designate the Applicant Agent and Alternate authorized representatives for

Disaster: 4635-DR-WA Severe Storms, Straight-line Winds, Flooding, Landslides, and Mudslides

Applicant: Mason County Public Utility District No. 1

Applicant Agent: Katie Arnold

Alternate Applicant Agent: Kristin Masteller

The purpose of this designation as the authorized representatives is to obtain federal and/or State Emergency or Major Disaster Assistance funds.

These representatives are authorized to execute all contracts, certify completion of projects, request payments, and prepare all required documentation for funding requirements.

Sincerely,

Mike Sheetz
President

DEAR PUD —

MANY THANKS FOR
YOUR EFFORT TO KEEP THE
CUSTOMERS IN POWER. WE
REALLY APPRECIATE!!

ALSO MANY THANKS FOR
YOUR GENEROUS GIFT OF
LIGHT BULBS AND POWER STRIP
THEY WILL BE VERY USEFUL —

THANKS AGAIN!



Diana & Paul Leuschner
120 E DOGWOOD LANE
UNION, WASHINGTON
98592