

Mason County PUD No. 1 Regular Board Meeting January 24, 2023 1:00 p.m.

Join Zoom Meeting https://us02web.zoom.us/j/858 69053743

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

## 1:00 p.m. Regular Board Meeting

**1)** <u>Public Comment-</u> 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.

<ol> <li><u>Consent Agenda</u> Minutes:</li> </ol>	Regular Board Meeting January 10, 20	023
Disbursements:	Accounts Payable Wire Check Nos. 122750-122789	\$ 71,025.11 \$ 287,463.10
	Payroll Wire Payroll Check No. <b>Grand Total</b>	\$   67,547.39 \$ <b>\$  426,035.60</b>

### 3) **Business Agenda**

a. Approve Pre-Qualified Electrical Contractors

### 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) <u>Executive Session</u> may be held as authorized by the Open Public Meetings Act (RCW 42.30.110)
- 9) Adjournment

# 2023 Calendar

January 26 February 15-17 February 16 February 23 Feb 27-March 1 March 15-17 March 30 March 30 April 12-14 April 27 April-May (TBA)	WPAG WPUDA WPUDA Day on the Hill WPAG WPUDA/APPA Leg Rally WPUDA WPUDA WPAG WPUDA WPUDA WPUDA	Virtual Olympia Capital Campus, Olympia Beijing Rm, SeaTac Airport Washington DC Zoom Meeting Virtual Location TBA Olympia Virtual Location TBA
May 3-5	PNW-AWWA Conference	Kennewick
May 11-12	Manager's Committee	Spokane (Davenport Historic)
May 10-11	Telecom Workshop	Spokane (Davenport Historic)
May 14-17	NWPPA Annual Conf.	Anchorage Alaska
May 25	WPAG	Beijing Rm, SeaTac Airport
June 11-14	AWWA National Conf.	Toronto, Canada
June 16-21	APPA National Conf.	Seattle
June TBA	Strategic Plan Comm.	WPUDA, Olympia
June 29	Water Committee	Olympia
June 29	WPAG	Virtual
July 12-14	WPUDA	Location TBA
July 20	WPAG	Virtual
August 31	WPAG	Beijing Rm, SeaTac Airport
Sept. 13-15	WPUDA	Location TBA
Sept. 27-29	Water Workshop	Leavenworth (Enzian Inn)
Sept. 28	WPAG	Virtual
October TBA	Admin/Finance/HR	Location TBA
October TBA	Energy NW PP Forum	Tri-Cities area
October 26	WPAG	London Rm, SeaTac Airport
November 15-17	WPUDA	Location TBA
November	PPC Annual Mtg.	Portland, OR
Nov/Dec (TBA)	WAPAG	Virtual
Nov. 29-Dec 1	WPUDA Annual Conf.	Location TBA



#### Present:

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

#### Visitors: None.

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

### PUBLIC COMMENT: None.

#### **APPROVAL OF CONSENT AGENDA:**

Minutes: Regular Board Meeting and Public Rate Hearing December 13, 20								
Disbursements:	Accounts Payable Check Register Accounts Payable Wire Check Nos. 122613-122627 Check Nos. 122629-122749	\$ 549,302.73 \$ 92,715.13 \$ 418,683.00						
	A/P Sub Total	\$ 1,060,700.86						
	<u>Payroll Expense</u> Payroll Wire Payroll Check No. 122522-122628	\$ 178,869.16 \$ 627.30						
	Grand Total	\$ 1,240,197.32						

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

### **BUSINESS AGENDA:**

**Approval of the 2023 Board Officers –** Ron made a motion to approve the rotation of officers for the PUD Board of Commissioners. Beginning at the January 24, 2023 meeting, Jack will be President, Ron will be Vice President and Mike will be secretary. Mike seconded the motion. Motion carried.

**Approve 2023 Voting Delegates** – Jack made a motion to approve the 2023 Voting Delegates, Ron seconded the motion. Motion carried.



**Authorize the GM to sign the Agreement with DOE for Pole Yard Clean-up funding –** Jack made a motion to authorize the General Manager to sign the Interagency Agreement with Dept. of Ecology for the Pole Yard Clean-up Funding. Ron seconded the motion. Motion carried.

**Approve WPAG 2023 Scope of Services and Budget** – Jack made a motion to approve the WPAG 2023 Scope of Services and Budget, Ron seconded the motion. Motion carried.

Authorize the GM to sign Contract of Reimbursement with HCC for Pole Replacements for Brinnon Broadband Project – Jack made a motion to authorize the GM to sign the Contract of Reimbursement with Hood Canal Communications for pole replacements to support the Brinnon Broadband Project, Ron seconded the motion. Motion carried.

Authorize the GM to solicit contractor bids for Pole Replacements for Brinnon Broadband Project – Kristin stated that the engineer's estimate for this project was \$1.5 million. Jack made a motion to authorize the General Manager to solicit contractor bids for pole replacements for the Brinnon Broadband Project, Ron seconded the motion. Motion carried.

Authorize the GM to submit the grant application to the State Broadband Office for \$2 million for the Brinnon Pole Replacement Project – Jack made a motion to authorize the General Manager to submit the grant application to the Washington State Broadband Office for \$2 million for the Brinnon Pole Replacement Project, Ron seconded the motion. Motion carried.

**November 2022 Financials** – Kristin reported that Gross Revenue were \$1,146,524 for the month of November 2022 and Gross expenditures were \$1,146,317 for the same month. As of November 30, 2022, the PUD has \$722,496.65 in grant reimbursements outstanding for ongoing projects. These reimbursements will replenish the cash on hand and we'll see those numbers start to rise to the levels they should be for November 2022. All debt service and reserves are trending the way they should be.

Financial Metrics as Compared with Prior Year:	November 2022	November 2021
Total General Cash and Investments	\$1,231,396	\$1,270,336
Current Ratio (Current Assets/Current Liabilities)	3.46 to 1	2.22 to 1
Debt Service Coverage (O&M/ Debt Service)	3.00	2.38
Long-Term Debt to Net Plant	34%	36%
Total Debt to Equity Ratio (Total Liabilities/Total Equity)	43%	51%
Long Term Debt to Equity Ratio (Long Term Debt / Total Equity)	40%	45%
Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest)	4.28	3.93
Cash on Hand (Total Available Cash/Average Daily Costs)	50 Days (General) 194 Days (All Funds)	52 Days (General) 194 Days (All Funds)



**Approval of Resolution No. 2067 – Sole Source for Underground Cable (2023) –** Jack made a motion to approve Resolution No. 2067 - Sole Source for Underground Cable (2023), Ron seconded motion. Motion carried.

**Approval of Resolution No. 2068 – Sole Source for Itron Meters (2023) –** Jack made a motion to approve Resolution No. 2068 – Sole Source for Itron Meters (2023), Ron seconded the motion. Motion carried.

**Approval of Resolution No. 2069 – Declaring Surplus Property (2023)** – Jack made a motion to approve Resolution No. 2069 Declaring Surplus Property (2023), Ron seconded the motion. Motion carried.

# Staff Reports -

**General Manager** – Kristin reported that the Duckabush pole project was ready to go out to bid. She reported that Jefferson County wrote a letter of support for the broadband project. She met with Drew McEwen and Travis Couture regarding a \$1.5 million capital budget request for water system projects. She thinks that the PUD may get some of the money this year, but possibly would be split up over two years. She reported that she has a meeting with Meguire Whitney next week to discuss possible grant applications for other projects and federal appropriation requests. She attended the Eldon Ribbon Cutting last week with Hood Canal Communications. She is attending the WPUDA Legislative session on January 11. She also reported that she is still working with Mason County on the Hazard Mitigation plan. She reported that the crew has all problems from the December storm cleaned up and currently working on replacing spans of wire on Bee Mill Rd in Brinnon. She reported that Matt, our new Line Superintendent is doing a good job. She and James are working on getting the Pole Yard cleanup schedule done under grant terms. The 2020-21 State Audit went well, and the exit audit will be held on January 31. She reported that she and Annette Creekpaum, GM at PUD 3 are on the APPA Annual Conference Planning Committee which will be held in Seattle in mid-June this year. The utilities may partner on

## Director of Business Services - None.

**Water Resource Manager** – Brandy reported that the manganese treatment plan had been approved by DOH and the PUD would be going out to bid for that project sometime in February. DOH has approved the Canyonwood Beach Water System Plan Part B and she has submitted the Shadowood Water System Plan to DOH for approval. She also reported that 50% of the mainline plan for Lake Arrowhead has been reviewed.

## Legal Counsel – None.

**Correspondence** – An article in *The Journal* regarding power credits from BPA, holiday pictures drawn by students from Hood Canal, Brinnon and Mary M. Knight schools, a news article from County Commissioner Kevin Shutty that mentions the PUD's broadband partnership, and an interview with Kurt



# Mason County Public Utility District No. 1

Board of Commissioners Regular Board Meeting January 10, 2023, Potlatch, Washington

Miller from NW River Partners in the Hydro Leader national magazine with pictures and quotes from Kristin were all shared with the board.

# Board Reports – Mike – None. Jack – None. Ron – None.

PUBLIC COMMENT - None.

**EXECUTIVE SESSION** – None.

Adjournment: 2:04 p.m.

Jack Janda, President

Ron Gold, Vice President

Mike Sheetz, Secretary

Page 1

# Accounts Payable Check Register

# 01/09/2023 To 01/19/2023

#### Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
777 01/17/2023	WIRE	IRS	WEST COAST BANK	FEDERAL TAX LIABILITY	26,018.14
778 01/17/2023	WIRE	WASH 1	WA DEPT OF RETIREMENT SYS	STATE RETIREMENT - PLAN 2	18,250.20
779 01/17/2023	WIRE	WASH 7	WA STATE TREAS-MS: PO-11	DEFERRED COMPENSATION	8,695.25
780 01/17/2023	WIRE	HRA	HRA VEBA TRUST CONTRIBUTI	VEBA MEDICAL SAVINGS	18,061.52
2895 01/17/2023	DD	GRYSHBREQUIP	GRAYS HARBOR EQUIPMENT	WATER INVENTORY PARTS	0.00
122750 01/13/2023	СНК	VALLEY	VALLEY LJ	TRAVEL PER DIEM-VOLTAGE REGUALTOR SCHOOL	120.00
122751 01/13/2023	СНК	ROSE	ROSE, MIKE	TRAVEL PER DIEM-VOLTAGE REGULATOR SCHOOL	120.00
122752 01/11/2023	СНК	2	CHRISTEL MORITZ	PAYMENT SENT TO WRONG UTILITY-S/B PUD#3	100.00
122753 01/17/2023	СНК	IBEW	IBEW LOCAL UNION #77	UNION DUES	992.57
122754 01/17/2023	СНК	PUDEMP	PUD #1 EMPLOYEE FUND	EMPLOYEE FUND	250.00
122755 01/17/2023	СНК	ASW	ASW	Q1 2023 L&I CLAIM ONLY SERVICE FEE	643.85
122756 01/17/2023	СНК	CACJEF	CLALLAM-JEFFERSON	CUSTOMER DONATIONS-CANAL COMFORT FUND	3,779.33
122757 01/17/2023	СНК	DON SMALL & S	DON SMALL & SONS OIL DIST	DIESEL	3,057.04
122758 01/17/2023	CHK	FEDINS	FEDERATED RURAL ELECTRIC	ANNUAL PREMIUM-46 ARB 026-23	145,360.00
122759 01/17/2023	CHK	JANDAJ	JANDA, JACK	DECEMBER-TRAVEL EXPENSE	139.88
122760 01/17/2023	CHK	CACMAS	MASON COUNTY CAC	CUSTOMER DONATIONS-CANAL COMFORT FUND	3,779.33
122761 01/17/2023	CHK	NW RIVER PART	NORTHWEST RIVER PARTNERS	2022 DUES & OUR POWER CONTRIBUTION	2,980.00
122762 01/17/2023	СНК	OSMOSE	OSMOSE UTILITIES SERVICES, INC.	RETAINAGE-JOINT USE SERVICES POLE AUDIT	3,267.73
122763 01/17/2023	СНК	SHEETZ, MIKE	MIKE SHEETZ	DECEMBER TRAVEL EXPENSE	260.63
122764 01/17/2023	СНК	STANDARD PES	STANDARD PEST CONTROL	QUARTERLY PEST CONTROL-1681 E MCREAVY RD	119.35
122765 01/17/2023	СНК	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	UNION WATER-WELL #2 PARTS	319.52
122766 01/18/2023	СНК	180 ENGINEERIN	180 ENGINEERING, PLLC	DUCKABUSH LINE RELOCATION	5,100.00
122767 01/18/2023	СНК	2M COMPANY	2M COMPANY INC	MADRONA PARK WATER-PRE FILTERS	121.35
122768 01/18/2023	СНК	CENTUR	CENTURYLINK	TELEPHONE CHARGES ACCT#206-Z05-0016 020	1,458.05
122769 01/18/2023	CHK	ENGINEERING U	ENGINEERING UNLIMITED, INC	ELECTRIC NON INVENTORY SUPPLIES	982.60
122770 01/18/2023	СНК	EVER	EVERGREEN RURAL	2023 ANNUAL MEMBERSHIP DUES	700.00

#### 01/19/2023 9:18:14 AM

Page 2

Accounts Payable Check Register

# 01/09/2023 To 01/19/2023

#### Bank Account: 4 - COLUMBIA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
122771 01/18/2023	СНК	GENPAC	GENERAL PACIFIC INC	ELECTRIC INVENTORY PARTS	5,522.54
122772 01/18/2023	СНК	GRAY	GRAY & OSBORNE, INC	SHADOWOOD WATER SYSTEM IMPROVEMENT	52,277.89
122773 01/18/2023	СНК	HANSON EXCAV	HANSON EXCAVATION LLC	AGATE BEACH WATER LINE REPLACE-RETAINAGE	15,061.59
122774 01/18/2023	СНК	HARB 1	HARBOR SAW & SUPPLY INC.	VEHICLE #73-REPAIRED CHAINSAW	180.10
122775 01/18/2023	СНК	HDFOWL	HD FOWLER COMPANY	WATER NON INVENTORY PARTS	174.76
122776 01/18/2023	СНК	HOODCA	HOOD CANAL COMMUNICATIONS	INTERNET, IT SERVICES, & ALARM DIALER	5,582.80
122777 01/18/2023	СНК	MARSH	MARSH MUNDORF PRATT & SUL	MONTHLY WPAG SERVICES	241.29
122778 01/18/2023	СНК	MOTOR CONT	MOTORS AND CONTROLS	WATER NON INVENTORY PART-CAPACITOR	21.57
122779 01/18/2023	СНК	NISC	NISC	DECEMBER 2022 RECURRING INVOICE	12,298.00
122780 01/18/2023	СНК	PARSON	PARSONS DIESEL & STEAM	SERVICE VARIOUS TRUCKS	4,741.45
122781 01/18/2023	СНК	PLATT ELECTRI	PLATT	ELECTRIC NON INVENTORY PARTS	964.05
122782 01/18/2023	СНК	SPECTRA LAB	SPECTRA LABORATORIES-KITSAP, LLC	VARIOUS WATER SAMPLES	1,711.00
122783 01/18/2023	СНК	STATE	STATE AUDITOR'S OFFICE	ACCOUNTABILITY & FINANCIAL AUDIT	7,308.00
122784 01/18/2023	СНК	GOOS	TJ GOOS	REIMBURSE-LAKEWOOD WATER PARTS	686.10
122785 01/18/2023	СНК	TOZIER	TOZIER BROS, INC	PROPANE	67.24
122786 01/18/2023	СНК	ULINE	ULINE	BLACK & BLUE SHELF BINS	355.49
122787 01/18/2023	СНК	UNION	UNION HEIGHTS ROAD MAIN.	ANNUAL ASSESSMENT FEE	300.00
122788 01/18/2023	СНК	WPUDA	WASHINGTON PUD ASSOC.	MONTHLY DUES	1,758.00
122789 01/18/2023	СНК	2	ARCHBRIGHT	2023 ANNUAL MEMBERSHIP DUES	4,560.00

Total Payments for Bank Account - 4 :	(45)	358,488.21
Total Voids for Bank Account - 4 :	(0)	0.00
Total for Bank Account - 4 :	(45)	358,488.21
Grand Total for Payments :	(45)	358,488.21
Grand Total for Voids :	(0)	0.00
Grand Total :	(45)	358,488.21

# Accounts Payable Check Register

Page 3

PARAMETERS ENTERED:

Check Date:01/09/2023 To 01/19/2023Bank:AllVendor:AllCheck:Journal:AllFormat:SummaryExtended Reference:NoSort By:Check/TransactionVoids:CurrentPayment Type:AllGroup By Payment Type:NoMinimum Amount:0.00Authorization Listing:NoNoNo

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01/20/2023	3 1:13:11 PM		GENERA	AL LEDGER	Page: 1
		Т	RANSAC	TION DETAIL	
			JAN 2023	To JAN 2023	
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	t: 0 131.2 CASH-GENERAL FUND (DISTRICT)		Departmer		
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#### 2023 Prequalified Electrical Contractors

					HIGH VOLTAGE	HIGH VOLTAGE					POLE			SUBSTATION EQUIPMENT	
				MAXIMUM BID	DISTRIBUTION OVERHEAD		HIGH VOLTAGE		METER INSTALLATION		INSPECTION, TESTING,		STORM AND EMERGENCY	AND PROTECTIVE RELAY	( I I
#	CONTRACTOR	Primary Contact / Phone	Email	AWARD	& UNDERGROUND	UNDERGROUND	SUBSTATION	FIBER OPTIC	AND REPLACEMENT	STREET LIGHTING	REPLACEMENT,	MANAGEMENT	RESPONSE	TESTING	Qty
	1 Betschart Electric, Inc	Michael Ertman 360-943-4545	info@betschartelectric.com	\$ 5,000,000	х					х					2
	2 Alamon, Inc	Nathan Anunson 406-752-8838 ext 1102	nathan.anunson@alamon.com	\$ 5,000,000				х			х				2
	3 Kemp West	Caitlin Knox 425-334-5572	Caitlin@kempwest.com	\$ 8,000,000								х	x		2
	4 Pacific Pole Inspection	Josh Peonio 360-747-2525	jpeonio@pacificpoleinspection.com	\$10,000,00							х		Х		2
	5 Hood Canal Communications	Mike Oblizalo 360-898-3425	mikeo@hoodcanal.net	N/A				х							1
	6 Cascade Cable Constructors, Inc	Cliff Tvedten 509-244-2501	heidi@cascadecable.com	\$ 5,000,000				х							1
	7 Palouse Power LLC	Jeff Zimmer 509-590-7553	jzimmer@palousepower.com	\$ 7,500,000	х	х	х	х		х	х		х	х	8
	8 DJ's Electrical, Inc	John Cichosz 360-907-8632	johnc@dgselectrical.com	\$ 5,000,000	Х	х	х	х		х	х	х	Х	х	9
	9 Mi-Tech Services, Inc.	Leah Rodriguez 920-924-3690 ext 3534	Lrodrigu@mi-tech.us	\$ 500,000,000							х				1
1	0 Osmose Utilities Services, Inc.	Jose Villalba 770-632-6700	OsmoseContracts@Osmose.com	\$ 5,000,000							х				1
1	1 KVA Electric, Inc.	Ivy Bonell 360-403-8301	lvy@kvelectric.com	\$ 5,000,000			х							х	2
1	2 Tice Electric Co.	Mike Podkranic 503-872-8248	mikep@ticeelectric.com	\$ 30,000,000	х										1
1	3 Blue Mountain Telecom Services	Shamaree Fortune 541-938-7090	bmtscorp@mgail.com	\$ 5,000,000				х							1
1	4 Magnum Power LLC	Jessica Baca 360-967-2180	bids@magnumpowerllc.com	\$ 10,000,000	Х	х	х	х	х	х	х	х	х	х	10
1	5 NW Utility Services, LLC	Randy Garoutte 253-891-7802	NWUS@PUIE.com	\$ 8,000,000	Х	х				х			х		4
1	6 PAR Western Line Contractors LLC	Chase Norlin 503-982-4651	Cnorlin@PARWLC.com	\$ 75,000,000	х	x	Х	Х		х			х	х	7
1	7 Peninsula Environmental Group Inc.	John Bornsworth 360-504-9835	john@peninsulaeg.com	\$ 800,000							Х				1
1	8 Power City Electric, Inc	Doug Gehring 509-535-8500 x1036	Dgehring@powercityelectric.com	\$ 30,000,000	Х		х						х		3
1	9 Wright Tree Service, Inc	Richard Bonifas 515-277-6291	contractadmin@wrighttree.com	\$ 15,000,000								Х	х		2
2	0 Sturgeon Electric Company Inc.`	Holly Dodge 503-661-1568	sturgeonbidsnw@myrgroup.com	\$ 250,000,000	Х	х	х	х		х			Х	х	7
2	1 Burke Electric LLC	Scott Mosley 425-644-0351	smosley@burkeelectric.com	\$ 20,000,000	Х	х				х	х				4
2	2 Olympic Electric Co. Inc	Casey Alm 360-457-5303	caseya@olympicelectric.net	\$ 1,500,000	х	x	Х	Х		х			х	х	7
2	3 Henkels & McCoy Inc	Tony Alvarez 503-312-4100	Talvarez@henkels.com	\$ 500,000,000	Х	х	х	х			х		Х	х	7
2	4 Riverline Power LLC	Dylan Stoller 360-771-5434	Dylans@riverlinepower.com	\$ 1,000,000	Х	х	x						х		4
2	5 Asplundh Tree Expert LLC	Georgia Walker 425-483-9339	gwalker7@asplundh.com	\$ 1,000,000,000								х			1
2	6 Potelco, Inc	Justin Stimbert 253-863-0484	jlstimbert@potelco.net	\$ 75,000,000	Х	х	х	х		х			Х	х	7
2	7 Cannon Constructors LLC	Robert Gunter 253-922-2787 x247	rgunter@teamcannon.com	\$ 1,000,000	Х	х	х	х	х		х		х		7
2	8 BZR Power Division LLC	Jess Zitlau 208-869-7171	bzrpowerllc@outlook.com	\$ 1,750,000	Х	х	х						Х		4
2	9 Paramount Communications	Jim Cooper 509-736-5477	jim@seeparamount.com	\$ 3,000,000				х							1