



**Mason County PUD No. 1**  
**Regular Board Meeting**  
**August 22, 2023**  
**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. Regular Board Meeting**

- 1) 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.*

**2) Consent Agenda**

**Minutes:**

Regular Board Meeting August 8, 2023

**Disbursements:**

Accounts Payable Wire	\$ 66,571.43
Check Nos. 123637-123669	\$ 78,201.03
Check Nos. 123671-123702	\$127,130.31

Payroll Wire	\$ 84,421.81
Check No. 123670	\$ 1,959.74

**Grand Total** **\$358,284.32**

**3) Business Agenda**

- a. July Financials
- b. Manzanita Substation Schedule Update
- c. Adding Maven Utilities LLC to the roster of 2023 Prequalified 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) Executive Session** may be held as authorized by the Open Public Meetings Act (RCW 42.30.110)

**9) Adjournment**

## **2023 Calendar**

August 31	WPAG	Beijing Rm, SeaTac Airport
Sept. 13-15	WPUDA	Location TBA
Sept. 27-29	Water Workshop	7 Cedars, Sequim
Sept. 28	WPAG	Virtual
<b>October 6</b>	<b>Customer Appreciation</b>	<b>Drive-Thru Upper Campus 11-2</b>
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)	WPAG	Virtual
April 17-19, 2024	WPUDA Annual Meeting	Skamania Lodge



**Mason County Public Utility District No. 1**  
Board of Commissioners Regular Board Meeting  
August 8, 2023, Potlatch, Washington

**Present:**

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

**Visitors:** None

**CALL TO ORDER:** Jack called the regular meeting to order at 1:00 p.m.

**PUBLIC COMMENT:** None.

**APPROVAL OF CONSENT AGENDA:**

**Minutes:** Regular Board Meeting- July 25, 2023

<b>Disbursements:</b>	<u>Accounts Payable Check Register</u>	
	Accounts Payable Wire	\$ 70,390.31
	Check Nos. 123563-123636	\$ 226,563.37
	<b>A/P Sub Total</b>	<b>\$ 296,953.68</b>
	<u>Payroll Expense</u>	
	Payroll Wire	\$ 87,192.21
	<b>Grand Total</b>	<b>\$ 384,145.89</b>

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

**BUSINESS AGENDA:**

**Award the Hill Way Project**—Ron made a motion to award the Hill Way Project to BZR Power Division LLC in the amount of \$816,378.96, tax included. Mike seconded the motion. Motion carried.

**Approve Change Order No. 2 for the Brinnon Pole Replacement Project** – Ron made a motion to approve Change Order No. 2 for the Brinnon Pole Replacement Project. Mike seconded the motion. Motion carried.



**Mason County Public Utility District No. 1**  
Board of Commissioners Regular Board Meeting  
August 8, 2023, Potlatch, Washington

**Staff Reports –**

**General Manager** – Kristin reported that the BPA planned outage lasted a couple hours longer than originally planned but otherwise went well. She reported that BPA would have another planned outage in early October at Duckabush. The PUD will take the opportunity to do substation work at the same time. She reported that the Hoodspout Substation needs the oil changed and would be done by Specialty Engineering in September. She also reported that she and Jack will be attending the Lilliwaup Community Club meeting on August 10<sup>th</sup> and reminded the Commissioners that they had been invited to attend the Dalby Water Wheel celebration on Sunday, August 13<sup>th</sup>.

**District Treasurer** – Katie reported that the entrance conference for the 2022 state audit went well. The auditors plan to be complete by the end of September, when the report is due to the federal register for the grant compliance.

**Water Resource Manager** – Brandy reported that she is working on responding to DOH's comments for the Lake Arrowhead mainline replacement. She reported that she had finished the comments on Vuecrest design last Friday and returned them to DOH. She reported that the Lake Arrowhead treatment skid is getting installed on Wednesday this week. She also reported that James, TJ and herself met with the Sol Duc Water System HOA president regarding the PUD acquiring their water system. The system is located at Lost Lake, was installed in the 50's, has 15 connections and most of the customers are seasonal. The system has one well with water rights and no storage. She reported the crew is still working on the mainline replacement in Union.

**Legal Counsel** – No report.

**Correspondence** – A letter to Rainbow Lake Water System users letting them know the PUD was reducing their consumption charges during the wildfire was shared.

**Board Reports –**

**Mike** – Mike had nothing to report.

**Jack** – Jack reported that he attended a PPC Meeting, also an Energy Northwest Meeting.

**Ron** – Ron reported that he attended the PPC meetings virtually.

**PUBLIC COMMENT** – None.

**EXECUTIVE SESSION** – None.

**Adjournment: 1:41 p.m.**

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**Jack Janda, President**

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**Ron Gold, Vice President**

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**Mike Sheetz, Secretary**



08/17/2023 8:54:43 AM

# Accounts Payable Check Register

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08/03/2023 To 08/17/2023

Bank Account: 4 - UMPQUA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
890 08/16/2023	WIRE	IRS	WEST COAST BANK	FEDERAL TAX LIABILITY	32,556.51
891 08/16/2023	WIRE	WASH 1	WA DEPT OF RETIREMENT SYS	STATE RETIREMENT - PLAN 2	20,442.61
892 08/16/2023	WIRE	WASH 7	WA STATE TREAS-MS: PO-11	DEFERRED COMPENSATION	9,857.75
893 08/16/2023	WIRE	HRA	HRA VEBA TRUST CONTRIBUTI	VEBA MEDICAL SAVINGS	3,714.56
123637 08/03/2023	CHK	DON SMALL & S	DON SMALL & SONS OIL DIST	GAS & DIESEL	11,187.11
123638 08/03/2023	CHK	GORDON TRUC	FREIGHTLINER NORTHWEST OLYMPIA	THIS INVOICE WAS PAID TWICE	18.07
123639 08/03/2023	CHK	GENPAC	GENERAL PACIFIC INC	ELECTRIC NON INVENTORY PARTS	3,551.86
123640 08/03/2023	CHK	GILLIARDI LOG	GILLIARDI LOGGING AND CONSTRUCT	CANAL MUTUAL WATER-ROCK	600.66
123641 08/03/2023	CHK	GILLIS	GILLIS AUTO CENTER, INC.	VEHICLE #80-MAINTENANCE	151.47VOID
123642 08/03/2023	CHK	HOOD CANAL	HOOD CANAL MARKET FRESH	WATER SUPPLIES-DOOR LOCK TOOLS	505.66
123643 08/03/2023	CHK	GCR*	POMP'S TIRE SERVICE	EQUIPMENT #109-(1)NEW TIRE	341.55
123644 08/03/2023	CHK	PRECISION FIBE	PRECISION FIBER, INC	RETAINAGE-HOOD CANAL 101	781.35
123645 08/03/2023	CHK	CRC	COOPERATIVE RESPONSE CENTER, INC	AFTER HOURS ANSWERING SERVICE	2,312.74
123646 08/03/2023	CHK	JANDAJ	JANDA, JACK	JULY TRAVEL EXPENSE REIMBURSEMENT	510.89
123647 08/03/2023	CHK	MASON CO GAR	MASON COUNTY GARBAGE	MONTHLY GARBAGE CHARGES	849.69
123648 08/03/2023	CHK	RICOH USA	RICOH USA, INC.	RENT ON TWO MACHINES & ADDITIONAL IMAGES	514.29
123649 08/03/2023	CHK	SHEETZ, MIKE	MIKE SHEETZ	JULY TRAVEL EXPENSE	139.50
123650 08/03/2023	CHK	SPECTRA LAB	SPECTRA LABORATORIES-KITSAP, LLC	CREDIT-BOTTLES	1,569.95
123651 08/03/2023	CHK	UTILII	UTILITIES UNDERGROUND LOCATION	MONTHLY ELECTRIC LOCATES	308.58
123652 08/03/2023	CHK	180 ENGINEERIN	JEREMIAH WAUGH	JULY ENGINEERING-MANZANITA & GENERAL	6,387.50
123653 08/03/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	SHOP SUPPLIES	16.45
123654 08/07/2023	CHK	COLONI	COLONIAL LIFE INSURANCE	SUPPLEMENTAL INSURANCE	712.71
123655 08/07/2023	CHK	MASON CO COM	MASON COUNTY COMMUNITY SERVIC	AGATE BEACH WATER PHASE 2	4,791.97
123656 08/08/2023	CHK	ANIXTER	ANIXTER INC	ELECTRIC NON INVENTORY PARTS	1,494.91
123657 08/08/2023	CHK	ARRO-LAST	ARRO-LAST TARGET SYSTEMS	EQUIPMENT #111-DECK BOARDS	542.93
123658 08/08/2023	CHK	BRUCE TITUS F	BRUCE TITUS FORD	VEHICLE #80-MAINTENANCE	151.47

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# Accounts Payable Check Register

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08/03/2023 To 08/17/2023

Bank Account: 4 - UMPQUA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
123659 08/08/2023	CHK	FERRIER	JANIECE FERRIER	MONTHLY REIMBURSEMENT-#51058600	1,502.80
123660 08/08/2023	CHK	GORDON TRUC	FREIGHTLINER NORTHWEST OLYMPIA	VEHICLE #65-FOOT PEDAL	801.75
123661 08/08/2023	CHK	GE SOFTWARE	GE SOFTWARE INC DBA EKOS	EKOS FUEL SITE MODULE	80.00
123662 08/08/2023	CHK	HDFOWL	HD FOWLER COMPANY	SEWER GRINDER	3,504.00
123663 08/08/2023	CHK	HOODCA	HOOD CANAL COMMUNICATIONS	TRITON COVE FIBER BUILD	21,122.72
123664 08/08/2023	CHK	J&I	J & I POWER EQUIPMENT INC	VEHICLE #81-CHAINSAW CHAIN LOOP	89.75
123665 08/08/2023	CHK	MARSH	MARSH MUNDORF PRATT & SUL	MONTHLY WPAG SERVICES	223.12
123666 08/08/2023	CHK	JOHN 3	ROBERT W. JOHNSON	JULY RETAINER	3,815.51
123667 08/08/2023	CHK	SPEER	SPEER TAPS, INC.	UNION WATER-HOT TAP MAIN LINE REPLACEMEN	8,582.70
123668 08/08/2023	CHK	STANDARD PES	STANDARD PEST CONTROL	QUARTERLY PEST CONTROL-PUD OFFICES & SHO	211.58
123669 08/08/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	OIL, FUEL, WASHER FLUID, & WIPER BLADES	825.79
123671 08/16/2023	CHK	IBEW	IBEW LOCAL UNION #77	UNION DUES	1,164.63
123672 08/16/2023	CHK	PUDEMP	PUD #1 EMPLOYEE FUND	EMPLOYEE FUND	250.00
123673 08/16/2023	CHK	ATWORK!	ATWORK! COMMERCIAL ENTERPRISES	LANDSCAPE MAINTENANCE	11,342.57
123674 08/16/2023	CHK	BUILDERS	BUILDERS FIRSTSOURCE, INC	UNION WATER-PARTS	6.29
123675 08/16/2023	CHK	CENTUR	CENTURYLINK	TELEPHONE CHARGES ACCT#206-Z05-0016 020	1,457.03
123676 08/16/2023	CHK	CENTURYLINK	CENTURYLINK	LONG DISTANCE & OUTBOARD CHARGES(21)LINE	227.98
123677 08/16/2023	CHK	CINTAS CORP	CINTAS CORPORATION	SAFETY SUPPLIES	550.83
123678 08/16/2023	CHK	GENPAC	GENERAL PACIFIC INC	WATER INVENTORY-ITRON WATER RADIO ANTENN	2,566.80
123679 08/16/2023	CHK	HACH	HACH COMPANY	WATER NON INVENTORY PARTS-CHLORINE READE	824.60
123680 08/16/2023	CHK	HDFOWL	HD FOWLER COMPANY	WATER NON INVENTORY PARTS	9,350.78
123681 08/16/2023	CHK	HOODCA	HOOD CANAL COMMUNICATIONS	BALANCE OWING ON INVOICE-SALES TAX	1,795.43
123682 08/16/2023	CHK	HOOD CANAL	HOOD CANAL MARKET FRESH	SAW BLADES	44.46
123683 08/16/2023	CHK	L.G.	L. G. ISAACSON CO. INC.	VEHICLE #45-LATCH KIT	61.71
123684 08/16/2023	CHK	LILLIWAUP FAL	LILLIWAUP FALLS GENERATING COMP	JULY POWER USAGE	2,151.42
123685 08/16/2023	CHK	MAS 15	MASON COUNTY SOLID WASTE	HOLIDAY BEACH WATER-LANDFILL CHARGE	22.42

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# Accounts Payable Check Register

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08/03/2023 To 08/17/2023

Bank Account: 4 - UMPQUA BANK - DISTRICT

Check / Tran Date	Pmt Type	Vendor	Vendor Name	Reference	Amount
123686 08/16/2023	CHK	MASTELLER	KRISTIN MASTELLER	TRAVEL EXPENSE REIMBURSEMENT	195.52
123687 08/16/2023	CHK	MEGUIRE WHIT	MEGUIRE WHITNEY	ERA FIXED T-LINE REBUILD FEE	3,000.00
123688 08/16/2023	CHK	MT VIEW LOCA	MT. VIEW LOCATING SERVICES, LLC	MONTHLY UNDERGROUND LOCATES	11,517.50
123689 08/16/2023	CHK	NISC	NISC	POSTAGE, ACH E-CHECKS, REMITPLUS, & EFT	14,198.13
123690 08/16/2023	CHK	PARSON	PARSONS DIESEL & STEAM	SERVICE VARIOUS VEHICLES	2,838.63
123691 08/16/2023	CHK	PETTYJOHN ENT	PETTYJOHN ENTERPRISES, LLC	SUNCREST, RIPPLEWOOD, & UNION-STUMP REMOVA	160.00
123692 08/16/2023	CHK	POWER ENGINE	POWER ENGINEERS	MANZANITA SUBSTATION ENGINEERING & TEST	28,587.22
123693 08/16/2023	CHK	PUD#3	PUD #3 OF MASON COUNTY	ELECTRIC INVENTORY-RECLOSER 3 PHASE	7,656.76
123694 08/16/2023	CHK	PURCH	PURCHASE POWER	E-Z SEAL PINT BOTTLES & RED INK CAR	369.19
123695 08/16/2023	CHK	SPEER	SPEER TAPS, INC.	BALANCE OWING ON INVOICE-SALES TAX	321.90
123696 08/16/2023	CHK	STATE	STATE AUDITOR'S OFFICE	2022 FINANCIAL AUDIT & ENERGY COMPLIANCE	13,404.50
123697 08/16/2023	CHK	TOZIER	TOZIER BROS, INC	SHOP SUPPLIES	53.40
123698 08/16/2023	CHK	DOE	WA STATE DEPT OF ECOLOGY	POLE YARD	1,138.65
123699 08/16/2023	CHK	NAPA AUTO PA	WESTBAY NAPA AUTO PARTS	LITE LAMP GROMMET KIT	856.96
123700 08/16/2023	CHK	WHITEWOLF EN	WHITEWOLF ENGINEERING SERVICES	CANAL VIEW, LAKE ARROWHEAD, & ENGIN SUPPOR	9,775.00
123701 08/16/2023	CHK	2	BARRY FRERICH	DUCTLESS HEAT PUMP REBATE	800.00
123702 08/16/2023	CHK	2	SAVANNA THOMPSON	REFUND ON CLOSED ACCT-6172 W SKOK VALLEY	440.00

Total Payments for Bank Account - 4 : (68) 271,751.30

Total Voids for Bank Account - 4 : (1) 151.47

Total for Bank Account - 4 : (69) 271,902.77

Grand Total for Payments : (68) 271,751.30

Grand Total for Voids : (1) 151.47

Grand Total : (69) 271,902.77

08/17/2023

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# Accounts Payable Check Register

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**PARAMETERS ENTERED:****Check Date:** 08/03/2023 To 08/17/2023**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

08/17/2023 9:32:32 AM

GENERAL LEDGER  
TRANSACTION DETAIL

Page: 1

AUG 2023 To AUG 2023

Date	Journal Description	Actv BU Project	Mod	Jrnl Reference Code	
Account: 0 131.2 CASH-GENERAL FUND (DISTRICT)			Department:	0	
08/16/23	76773 Check Print	0	PL	2 PAYROLL	84,421.81

## PARAMETERS ENTERED:

Division: All

Accounts: 0 131.2

Department: All

Activity: All

Sort By: Div/Acct

Date Selection: Period

Period: AUG 2023 To AUG 2023

Module: PL

Journal Activity: All

Accounts With No Transactions: Yes

Extended Reference: No

Interface Detail: No

Group by Department: Yes

51217

/pro/rpttemplate/acct/2.55.1/gl/GL\_TRANS\_DETAIL.xml.rpt

Karnold

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## Payroll/Labor

## Check Register

Pay Date: 08/16/2023 To 08/16/2023

Empl Name	Pay Date	Dir Dep/Check	Net Pay	Type
135 TIMOTHY BROWN	08/16/2023	123670	1,959.74	CHK

## PARAMETERS ENTERED:

Pay Date: 08/16/2023 To 08/16/2023

Check/Direct Deposit: All

Employee: 135

Journal: 0

Division: All

Format: Summary By Check

Sort By: Check/Direct Deposit



## PUD1 – Executive Summary – July 2023

This report summarizes information on the current financial status of Mason County PUD No. 1 for the month of July 2023:

- **Work in Progress:**
  - Grant Applications – Ongoing
  - 2019 / 2020 CETA Audit
  - 2022 Audit & Single Audit
  - 2024 Budget
- **Completed Projects:**
  - 2023 Budget
  - 2020 / 2021 Audit (Exit Conference January 2023)
  - 2022 Privilege Tax Return
  - 2022 Form 7 (Due 03/31/23)
  - 2022 EIA Report (Due 04/30/23)
  - 2022 Annual Report (Due 05/30/23)
- **Planned Key Milestones, Activities and / or Events:**
  - Long range financial and budgetary planning – ongoing.

### Financial Highlights:

- Revenue – Gross Revenue was \$1,039,023 for the month of July 2023.
- Expenditures – Gross expenditures were \$873,451 for the month of July 2023.
- As of July 31, the PUD has \$202,618 in grant reimbursements outstanding for ongoing projects.

<b>Financial Metrics as Compared with Prior Year:</b>	<b>July 2023</b>	<b>July 2022</b>
Total General Cash and Investments	\$1,773,298	\$1,096,278
Current Ratio (Current Assets/Current Liabilities)	2.44 to 1	2.08 to 1
Debt Service Coverage (O&M/ Debt Service)	3.18	3.46
Long-Term Debt to Net Plant	31%	34%
Total Debt to Equity Ratio (Total Liabilities/Total Equity)	39%	47%
Long Term Debt to Equity Ratio (Long Term Debt / Total Equity)	35%	42%
Times Interest Earned Ratio (Earnings before Interest & Taxes/Total Interest)	4.44	5.46
Cash on Hand (Total Available Cash/Average Daily Costs)	66 Days (General) 176 Days (All Funds)	43 Days (General) 191 Days (All Funds)



## Mason County PUD No 1

*Budget Summary by Division For the Month Ended July 31, 2023*

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
<b>Total Revenue</b>	\$ 754,305.22	\$ 283,655.39	\$ 1,062.88	\$ 1,039,023.49
<b>Budgeted</b>	<u>\$ 708,635.00</u>	<u>\$ 247,399.31</u>	<u>\$ 989.93</u>	<u>\$ 957,024.24</u>
<b>Difference (-/+)</b>	\$ 45,670.22	\$ 36,256.08	\$ 72.95	\$ 81,999.25
<b>% of Budget</b>	106%	115%	107%	109%
 <b>Total Expenditures</b>	 \$ 659,799.10	 \$ 212,249.83	 \$ 1,401.95	 \$ 873,450.88
<b>Budgeted</b>	<u>\$ 772,069.53</u>	<u>\$ 213,559.97</u>	<u>\$ 560.00</u>	<u>\$ 986,189.50</u>
<b>Difference (-/+)</b>	\$ (112,270.43)	\$ (1,310.14)	\$ 841.95	\$ (112,738.62)
<b>% of Budget</b>	85%	99%	250%	89%
 <b>Net Operating Margins</b>	 \$ 94,506.12	 \$ 71,405.56	 \$ (339.07)	 \$ 165,572.61
<b>Budgeted</b>	<u>\$ (63,434.53)</u>	<u>\$ 33,839.34</u>	<u>\$ 429.93</u>	<u>\$ (29,165.26)</u>
<b>Difference (-/+)</b>	\$ 157,940.65	\$ 37,566.22	\$ (769.00)	\$ 194,737.87
<b>% of Budget</b>	-149%	211%	-79%	-568%





## Mason County PUD No 1

*Budget Summary by Division for the Seven Months Ended July 31, 2023*

	<u>Electric</u>	<u>Water</u>	<u>Sewer</u>	<u>Totals</u>
<b>Total Revenue</b>	\$ 6,976,034.25	\$ 1,685,248.62	\$ 7,372.21	\$ 8,668,655.08
<b>2023 Budget</b>	\$ 10,712,903.00	\$ 2,687,536.00	\$ 11,878.00	\$ 13,412,317.00
<b>Difference (-/+)</b>	\$ (3,736,868.75)	\$ (1,002,287.38)	\$ (4,505.79)	\$ (4,743,661.92)
<b>% of Budget</b>	65%	63%	62%	65%
 <b>Total Expenditures</b>	 \$ 6,007,187.09	 \$ 1,405,722.73	 \$ 4,385.00	 \$ 7,417,294.82
<b>2023 Budget</b>	\$ 10,173,191.93	\$ 2,493,753.55	\$ 9,360.00	\$ 12,676,305.48
<b>Difference (-/+)</b>	\$ (4,166,004.84)	\$ (1,088,030.82)	\$ (4,975.00)	\$ (5,259,010.66)
<b>% of Budget</b>	59%	56%	47%	59%
 <b>Net Operating Margins</b>	 \$ 968,847.16	 \$ 279,525.89	 \$ 2,987.21	 \$ 1,251,360.26
<b>2023 Budget</b>	\$ 539,711.07	\$ 193,782.45	\$ 2,518.00	\$ 736,011.52
<b>Difference (-/+)</b>	\$ 429,136.09	\$ 85,743.44	\$ 469.21	\$ 515,348.74
<b>% of Budget</b>	180%	144%	119%	170%

### **Cash Flow**

<b>Beginning Cash (General Fund)</b>	<b>71,824.92</b>	<b>89,776.32</b>	<b>4,195.20</b>	<b>165,796.44</b>
Net Operating Margin (Excluding Depreciation)	2,455,541.41	747,100.30	2,987.21	3,205,628.92
Cash Transferred to / from Special Funds	(246,391.33)	(276,564.98)	(883.21)	(523,839.52)
Change in Accounts Receivable	368,057.28	262,997.78	2,001.17	633,056.23
Change in Accounts Payable	(702,165.53)	(187.15)	24.92	(702,327.76)
Cash Expended on Utility Plant	(788,275.32)	(778,650.76)	(626.09)	(1,567,552.17)
Change in CWIP	(697,174.36)	44,549.61	(3,504.00)	(656,128.75)
<b>Ending Cash (General Fund)</b>	<b>461,417.07</b>	<b>89,021.12</b>	<b>4,195.20</b>	<b>554,633.39</b>



## Mason County PUD No. 1

### Cash & Investment Balances

As of July 31, 2023

#### Cash Balances

Cash - General Funds

\$ 554,633.39

Cash - Restricted

\$ 98,223.55

**Total Cash**

\$ 652,856.94

#### Investment Balances (LGIP)

Investments - Electric

\$ 752,590.85

Investments - Sewer

\$ 335,910.91

Investments - Water

\$ 31,938.92

**Total Investments**

\$ 1,120,440.68

**Total Cash & Investments**

\$ 1,773,297.62

*\*\*Does Not Include Designated Funds*



Mason County  
Public Utility District No. 1

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Electrical  
Contractor  
Pre-Qualification  
Application Packet  
2023



# Pre-Qualification Application Checklist 2023

To apply for pre-qualification of utility type work for Mason County PUD No. 1, submit your completed application forms and the required documentation as instructed below. Applications for pre-qualification must be received by 4:30 p.m. on January 20, 2023, to be included in the bidding for projects anticipated for advertisement in 2023. A Pre-qualified contractor list will be published by January 31, 2023 on the District's website.

Applications for Pre-Qualifications are necessary only if a company wishes to bid on this work involving construction or improvements of fiber optic cable aerial construction, utility pole replacement, transfer of live electric lines, and potentially the transfer of existing telecom attachments. Contractors seeking designation as a pre-qualified bidder with Mason PUD 1 shall submit the following Pre-Qualification Application along with the additional information listed below. Pre-qualification of contractors will be in accordance with RCW 54.04.085.

Pre-qualified contractors from 2022 will not carry into 2023's pre-qualification list and will be required to resubmit the application for 2023. Contractors wishing to be placed on the Mason PUD 1 Small Works Roster to bid on non-electrical public works projects must register through MRSC Rosters at [www.mrscrosters.org](http://www.mrscrosters.org) and select Mason PUD 1 in your account.

\*All invitations to Bid/Quote will be sent via e-mail in PDF format.

## LIST OF DOCUMENTS TO SUBMIT FOR PRE-QUALIFICATION:

- Completed application (notary required).
- Letter from bonding company specifying your maximum per project and aggregate bonding capacity in dollars.
- A copy of your certificate of registration in the State of Washington.
- A copy of your last fiscal year's balance sheet.
- A list of recent electric utility clients for references for each classification of work that the application is interested in and is qualified to perform (see page 4 for classifications), include name of contact person, company, location, current phone number, and detailed description of project.
- A company history or resume, including a list of supervisory personnel, number and type of craftsmen available and routinely employed, and a list of available equipment.
- A current Certificate of Liability Insurance naming Mason County PUD No. 1 as an additional insured. The certificate should include the types and amounts of coverage of the applicant.

Applications may be submitted by email to [jamesr@mason-pud1.org](mailto:jamesr@mason-pud1.org). Please include "Pre-Application Checklist" in the subject line. The submittal date will be the date of email receipt. A hard copy notarized Affidavit of the Pre-qualified Application Electrical Contractor form **must** be received at the address below by 4:30 p.m. on January 31, 2023. The application will not be considered complete until receipt of the hard copy of the affidavit. Mason County PUD No. 1 is not responsible for electronic transmission errors or delay in mail services.

**Mason County PUD No. 1  
Attn: Engineering Manager  
21971 N. Hwy 101  
Shelton, WA 98584**





# Pre-Qualification Application

## BUSINESS INFORMATION

Company Name: MAVEN UTILITIES, LLC

Mailing Address: P.O. BOX 522 City/State/Zip Code: TOLEDO, WA. 98591

Street Address: 912 JACKSON HWY S. City/State/Zip Code: TOLEDO, WA. 98591

Contact Name: Ed SCHIECHT

E-mail Address: ed@mavenutilities.com

Phone Number: (360) 901-6246 Year Firm Established: 2021

## BUSINESS TYPE INFORMATION

Business Type: POWERLINE CONSTRUCTION State of Incorporation: WA.

Name of Registered Agent: Diana SCHIECHT

Address of Registered Agent: 210 TEMPLETON ROAD City/State/Zip Code: TOLEDO, WA. 98591

Name of Officer of Corporation: Diana SCHIECHT

Address of Officer: 210 TEMPLETON ROAD City/State/Zip Code: TOLEDO, WA. 98591

Name of Officer of Corporation: EDWARD SCHIECHT

Address of Officer: 210 TEMPLETON ROAD City/State/Zip Code: TOLEDO, WA. 98591

Length of Service with Corporation: 2 YRS Authorized to sign contract? ☒ Yes ☐ No

Name of Officer of Corporation: \_\_\_\_\_

Address of Officer: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Length of Service with Corporation: \_\_\_\_\_ Authorized to sign contract? ☐ Yes ☐ No

Is your company a subsidiary? If yes, please enter information regarding the parent company below.

Parent Company Name: \_\_\_\_\_ Parent Company State of Incorporation: \_\_\_\_\_

Name of Parent Registered Agent: \_\_\_\_\_

Address of Parent Registered Agent: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Name of Parent Company Officer of Corporation: \_\_\_\_\_

Address of Officer: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Length of Service with Corporation: \_\_\_\_\_ Authorized to sign contract? ☐ Yes ☐ No

# PREQUALIFIED CLASSIFICATIONS for Electrical Work

Insurance requirements may be modified for these classifications in the specification portion of the Public Works Request for Bid. For all non-electrical public works projects work under this application, the current prevailing wage rates for such Work shall be the current and prevailing wage rates.

INSTRUCTIONS: On the following list, check each classification of work that the applicant is interested in and qualified to perform and the years that the applicant has performed work in that classification. Contractor doesn't need to include all classes to be considered.

- ☒ 1- HIGH VOLTAGE DISTRIBUTION-  
Includes 15kV and 25kV, 600 volt secondary, overhead and underground construction, HOT work  
Number of years performed work: 15
- ☒ 2- HIGH VOLTAGE TRANSMISSION-  
Includes all phases of 69kV, 115kV, and 230kV overhead and underground construction  
Number of years performed work: 15
- ☒ 3- HIGH VOLTAGE SUBSTATION-  
Includes all phases of 69kV, 115kV and 230kV substation construction and maintenance  
Number of years performed work: 15
- ☒ 4- FIBER OPTIC-  
Includes installation, splicing, and testing of overhead and underground fiber optic cable  
Number of years performed work: 15
- ☒ 5- TELECOM - Includes transfer of existing telecom attachments-  
Number of years performed work: 15
- ☒ 6- STREET LIGHTING-  
Includes installation and maintenance-  
Number of years performed work: 15
- ☐ 7- POLE TREATMENT, REPLACEMENT AND INSPECTION-  
Number of years performed work: \_\_\_\_\_
- ☒ 8- TREE TRIMMING AND DANGER TREE REMOVAL-  
Includes brush clearing, mowing, pruning, and tree removal along overhead electrical transmission, distribution lines and along fiber optic lines. Proper arboriculture pruning methods are required following ANSI A300 Part 1.  
Number of years performed work: 15
- ☒ 9- STORM AND EMERGENCY RESPONSE (Night and Weekend Possible)-  
Number of years performed work: 15
- ☒ 10- SUBSTATION EQUIPMENT AND PROTECTIVE RELAY TESTING-  
Number of years performed work: 15
- ☐ 11- MISCELLANEOUS-  
List any class not covered above: DIRECTIONAL DRILLING  
Number of years performed work: 15



# CLIENT REFERENCES

Provide at least three (3) project owners for whom you have performed work in the classification categories for which application is made in the last two (2) years. Attached additional pages with your application, if necessary.

Classification No. \_\_\_ Title: \_\_\_\_\_

Client Name: CLARK Public Utilities Phone: (360) 992-3000 E-mail: BRODEN@clarkpub.com

Client Address: 8600 NE 117th AVE City/State/Zip Code: VANCOUVER WA.

Detailed Project Description:

STORM RESTORATION, Directional Drilling, Conduit Installation  
OH. Powerline maintenance

Client Name: LEWIS COUNTY PUD Phone: (360) 748-9261 E-mail: TravisK@lecpud.org

Client Address: 321 NW Pacific Ave City/State/Zip Code: CHEHALIS WA. 98532

Detailed Project Description:

Substation Remodel  
Directional Drilling  
STORM RESTORATION

Client Name: Midway Underground Phone: (360) 608-9923 E-mail: max@midwayunderground.com

Client Address: 980 Jackson Hwy. S. City/State/Zip Code: TOLEDO, WA. 98591

Detailed Project Description:

underground powerline installation  
Directional Drilling

Classification No. \_\_\_ Title: \_\_\_\_\_

Client Name: CITY LIGHT & POWER Phone: 253-201-5930 E-mail: JGm@clpine.com

Client Address: C-9601 PERRY AVE. City/State/Zip Code: JOINT BASE LEWIS-McCHORD WA. 98433

Detailed Project Description:

UNDERGROUND POWER INSTALLATION

Client Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Client Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Detailed Project Description:

\_\_\_\_\_

Client Name: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Client Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Detailed Project Description:

\_\_\_\_\_

## FINANCIAL INFORMATION-financial reference

What is the maximum dollar amount of work (in US dollars), which you are capable of undertaking: \$2,500,000

Applicant's Bank Name: HERITAGE BANK

Bank Address: 700 WASHINGTON ST. City/State/Zip Code: VANCOUVER, WA. 98660

Bank Contact Name: ANDREW HARPER Phone Number: 360.597.0505

Bonding Company Name: WOODBUFFS AUYER

Address: 5005 MEADOWS RD. Suite 415 City/State/Zip Code: LAKE OSWEGO, OR. 97035

Contact Name: IAN CAMPBELL Phone Number: 503.416.7764

Bonding Capacity Per Job (\$): 2,000,000 500,000 Bonding Capacity Aggregate (\$): 2,000,000

Date of Last Bond: 4/24/2023 Amount of Last Bond: \$205,499

Number of Years with Current Surety: 1

Has your firm or any affiliated firm ever had your work completed or supported by a surety in the last five (5) years? ☐ Yes ☒ No

If YES, please explain:

## LICENSE INFORMATION

WA State Contractor License Registration No. (RCW 18.27): MAVENW785WL

WA State L&I Employer Account ID (RCW 51): 177.379.00

WA State Employment Security Account No. (RCW 50): 512988-00-3

WA State Unified Business Identifier No. (RCW 50.12.070): 604815139

WA State Excise Tax Registration No. (RCW 82): 604815139

## AFFIRMATION/ACKNOWLEDGEMENT

Affirm that applicant will pay wages and benefits according to the Prevailing Wage laws of Washington State. ☒ Yes ☐ No

Affirm that applicant will comply with government regulations regarding non-discrimination employment practices and applicant shall also abide by the Drug-Free Workplace Act of 1988. ☒ Yes ☐ No

Affirm that applicant agrees to perform all work in a safe and efficient manner which complies with all applicable labor and safety laws and regulations. ☒ Yes ☐ No

Affirm that applicant has not been disqualified from bidding on any public works contracts under RCW [39.06.010](#) or [39.12.065](#). ☒ Yes ☐ No

Affirm that applicant has completed the contractor training requirements under [RCW 39.04.350](#) and [39.06.020](#). ☒ Yes ☐ No

Affirm that applicant is a registered contractor under the provisions of [RCW 18.27](#) and has paid all current fees to Washington State. ☒ Yes ☐ No

Applicant recognizes and agrees that under the provisions of RCW 54.04.080, the District has the right to reconsider or re-evaluate the pre-qualification status of applicant at any time for any reason at the sole judgement of the District's Commissioners. ☒ Yes ☐ No



## AFFIDAVIT OF PREQUALIFIED BIDDER

I, the undersigned, do hereby certify that I am the Manager of MAVEN UTILITIES, LLC a pre-qualified bidder for specific work for Mason County PUD No. 1 that all of the information furnished in this application is true and in full force and effect. I understand that for all public works projects, the current prevailing wage rates for such work shall be the current and prevailing wage rates.

Signature: [Signature]

Date: 8-18-2023

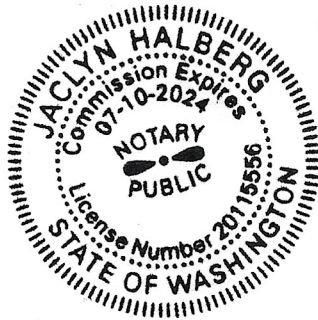
## NOTARY (Required)

STATE OF WASHINGTON

COUNTY OF LEWIS

On this day, I certify that I know or have satisfactory evidence that Ed Schlecht is the person who appeared before me, and said person acknowledged that he/she signed this instrument and acknowledged it to be his/her free and voluntary act for the uses and purposes mentioned in the instrument.

GIVEN under my hand and official seal this 18th day of August 2023



Jaclyn Halberg  
Notary Public in and for the State of Washington,

Residing in Lewis County

My commission expires 07-10-2024



# Mason County PUD No. 1 Safety Questionnaire

MAVEN UTILITIES, LLC.

Name of Company

#1 Please use your (2022) OSHA 300 Log to complete the following information:

Number of non-disabling accidents

0

Number of lost workday accidents

0

Number of fatalities

0

Your company's lost time incident rate

1.0000

#2 Average number of employees in your company last year

4

Highest number of employees at any one time last year

5

Employee man hours worked last year

Hours

#3 Please list your company's Worker's Compensation  
Experience Modification Rate for the most recent three  
years:

2022

1.000

2021

1.000

2020

#4 Does your company have an accident prevention program/manual  
that includes an emergency action plan?\*

Yes

X

No

If so, is it project or site specific? BOTH

Project

X

Site

X

#5 The following questions address your safety program\*:

Does your company have a formal policy concerning safety?

Yes

X

No

If requested may we obtain a copy of the policy?

Yes

X

No

Does your company have safety person / officer?

Yes

X

No

If so, where is this person located on site or at corporate office?

On site

Office

X

What percentage of the time does this person spend on safety?

%

Does your company conduct on-site safety inspections?

Yes

X

No

If so, how often?

6 / mo

Does your company hold craft "tool box" safety meetings?

Yes

X

No

If so, how often are they held?

Every Day / mo

\*If answer is "No" for any of the above, please explain (attach additional sheets if needed)



# Mason County PUD No. 1 Safety Questionnaire

Name of Company \_\_\_\_\_

#6 The following questions concern your corporate training & programs\*:

Does your company have an orientation program for new hires?

Yes	X
No	

Do you have a training program for newly hired or promoted foremen?

Yes	X
No	

Are your employees trained in First Aid and CPR?

Yes	X
No	

How often is updated training offered?

2 Year(s)

What percentage of employees are trained?

100 %

Do you have a written program for bloodborne pathogens?

Yes	
No	X

If so, who is responsible for training?

Name \_\_\_\_\_

Position \_\_\_\_\_

Phone # \_\_\_\_\_

Do you have a substance abuse program?

Yes	X
No	X

Does your company conduct drug testing?

Yes	X
No	

#7 Do all employees have a valid driver license and a Commercial driver license, when required?

Yes	X
No	

\*If answer is "No" for any of the above, please explain (attach additional sheets if needed)

*Edward Schlecht*

Signed

8-10-2023

Date

Edward Schlecht

Print Name

Manager

Title

(360) 901-6246

Phone #

ed@maconutilities.com

email

(360) 901-6246

Cell Phone#





## Notice of Public Records Compliance

Contracts resulting from bid solicitations which include stipulations of a Pre-qualified Electrical Contractor will require 100% performance bonding for all electrical work elements within the project. All materials submitted in connection with any prequalification or bid are subject to public review and approval by the Board of Commissioners. Contractor acknowledges and agrees to such public review and approval.

With limited exceptions, all materials submitted become public records and are subject to the provisions of RCW Chapter 42.56. Any specific part of the Materials that is claimed to be confidential information or otherwise exempt from disclosure under the Act must be clearly identified as such by the Contractor by marking each page "PROPRIETARY AND CONFIDENTIAL" in capital letters and in a manner that makes the claim immediately obvious and identifiable. If a request is made for inspection, copying, or both of any Materials, the District will review the Materials to determine if any are marked "PROPRIETARY AND CONFIDENTIAL."

For Materials appropriately marked, the District agrees that it will notify Contractor of such request and provide at least five (5) days written notice of such request prior to public disclosure of the documents. The Contractor may take such efforts to assert or exercise any rights available to Contractor under the Act to prevent or limit such public disclosure or access at Contractor's sole and exclusive expense. Contractor agrees that Materials which are not so marked may be inspected, copied, or both by the public, at the District's discretion.

Acknowledgment of Notice:

A handwritten signature in blue ink, appearing to be 'E. L. ...', is written over the 'Acknowledgment of Notice:' text.

Date:

8.18.2023

*Sent Via Electronic Mail*

August 15, 2023

John Hairston  
Administrator  
Bonneville Power Administration

**RE: BPA's Day-Ahead Market (DAM) Participation Decision Process**

Dear Administrator Hairston:

As BPA begins its decision process to evaluate participation in a day-ahead market, we wanted to take the opportunity to remind you of the importance that any such decision will have on our communities and ratepayers. Even though we do not expect to participate in the day-ahead market directly, that does not diminish our interest in BPA's decision. To the contrary, our interest in how you approach BPA's decision is heightened by the fact that we will bear the full brunt of the impacts resulting from BPA's participation. Therefore, we are relying on you and your team to carefully consider all such potential impacts to your consumer-owned utility customers and ensure that our rights and investments in the federal system are protected, which can also help ensure BPA remains our power provider of choice for years to come.

The federal power we purchase from BPA and the delivery of that power across BPA's transmission system are both critical to meeting the needs of the businesses, families, and communities we serve. As consumer-owned utilities, we provide an essential service and strive to do so reliably and at a low cost; the needs of our customers are the driver of our business models, and we are accountable to the communities we serve for providing them value in return for the investment they have made in us.

Similarly, we have made significant investments in BPA and are looking at continuing those investments as we contemplate the upcoming Provider of Choice contracts. For most of us, the cost of services we purchase from BPA is our largest cost and, as not-profit consumer-owned entities, we pass along those costs directly to our customers. Just as we are accountable for providing value to our communities, BPA is accountable for delivering value to its preference customers in return for the investments those customers have made in BPA. And just as our customers' needs drive our business models, the needs of BPA's customers should drive its business model. We were heartened by your comments at the PPC Members Forum in August reaffirming BPA meeting the needs of its preference customers as not only its heritage mission, but also an ongoing statutory obligation.

Concurrently, we recognize that DAM presents opportunities to enhance the delivery of reliable, affordable, and carbon free hydro power to the region. As such, the agency must demonstrate that the decision it makes in this process serves the needs of its preference customers, does not diminish the value of service from the federal system, and is consistent with BPA's historical purpose – all the while working to modernize the direction of the agency. Our appeal is you take to heart the comments submitted by the Public Power Council and the Western Public Agencies Group and to

collaborate in partnership with public power to vet the issues raised in those comments as ***quickly as possible*** to allow a decision on BPA's proposed timeline. Thank you for your consideration and attention to these critical issues.

Warm regards,

*Jim Anderson*  
CEO/General Manager  
Midstate Electric Coop

*Schuyler Burkhart*  
General Manager  
Grays Harbor PUD

*Libby Calnon*  
General Manager  
Hood River Electric & Internet Co-op

*Annette Creekpaum*  
General Manager  
Mason County PUD No. 3

*Humaira Falkenberg*  
Power Resource Manager  
Pacific County PUD 2

*John Francisco*  
Assistant General Manager  
Big Bend Electric Coop.

*Kristin Masteller*  
General Manager  
Mason County PUD No. 1

*Joe Morgan*  
General Manager  
Modern Electric Water Company

*Scott Peters*  
Chief Executive Officer  
Columbia Rural Electric Association