

PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY
COMMISSIONERS' MEETING

AGENDA
May 10, 2022
4:30 p.m.

The public is invited to attend in person or via Zoom.

Join our meeting <https://skagitpud.zoom.us/j/83210220786?pwd=cTNTQW10c3UrQ3kzdW5kbGJWdVNsUT09>
Meeting ID: 832 1022 0786
Passcode: 160890
Or dial: 1-253-215-8782

Please turn your audio and video off during the meeting. Use the "Raise Hand" feature if you would like to speak during Audience Comments.

If you have a question or comment for the Board, please submit it by 5 p.m. the Monday prior to the meeting by calling (360) 848-4460 or send an email to pud@skagitpud.org

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

1. Approval of Agenda 5/10/2022
2. Approval of Minutes 4/26/2022 Regular Meeting
3. Ratification of Vouchers 5/3/2022
4. Voucher Approval 5/10/2022

AUDIENCE COMMENTS

OLD BUSINESS

5. Manager's Report
6. Engineering Department Update

NEW BUSINESS

7. Resolution 2292-22 Approval of the 2021 Water System Limited Update- **Action**

INFORMATION

8. Judy Reservoir Data Report
9. Recent News Articles

COMMISSIONER COMMENTS

EXECUTIVE SESSION

- *Discuss potential litigation – Per RCW 42.30.110(i)(ii): Approx. 10-20 Minute Duration*

ADJOURNMENT

MINUTES OF THE REGULAR MEETING OF THE COMMISSION
PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY, WASHINGTON

April 26, 2022

The regular meeting of the Commission of Public Utility District No. 1 was held in the Aqua Room of the utility located at 1415 Freeway Drive, Mount Vernon, Washington..

The meeting was called to order at 4:30 p.m. Commissioners in attendance were: Germaine Kornegay, vice president; and Andrew Miller, secretary. Commissioner Lindquist was absent.

Also, in attendance were: George Sidhu, Shannon Patino, Mark Handzlik, Pete Gilbert, Bill Trueman, Mark Semrau, Luis Gonzalez, Nick Semrau, Brian Henshaw

Participating remotely were: Kevin Tate, Mike Demers, Ryan Anderson, Sally Saxton, Alistair Boudreaux, Sharon Mataya

Commissioner Kornegay led the Pledge of Allegiance.

CONSENT AGENDA

Commissioner Miller moved to approve the Consent Agenda for April 26, 2022, as presented.

1. Approval of Agenda 4/26/22
2. Approval of Minutes: 4/12/22 Regular Meeting
3. Ratification of Voucher 4/19/2022 No. 3028 (\$296,031.30)
Accounts Payable Voucher No. 23341- 23404 (\$92,904.56)
Electronic Funds Transfer (\$203,126.74)
4. Voucher Approval 4/26/22 No. 3029 (\$683,347.93)
Accounts Payable Voucher No. 23405 - 23460 (\$401,164.78)
Electronic Funds Transfer (\$75,017.17)
Payroll Electronic Funds Transfer No. 03661 – 036747 (\$207,165.98)

The motion passed unanimously.

1st QUARTER 2022 FINANCIALS

Finance Manager Henshaw presented the 1st quarter financials for 2022 and displayed data via PowerPoint. The information presented included an overview of the consumption comparison, revenues, operating expenses, capital contributions, cash flow summary, District funds, 2-year trend of state investment pool and treasury rate, capital improvement plan, accounts receivable aging greater than 90 days, and Moratorium Backlog,

Commissioner Kornegay asked a clarifying question regarding the IVR system and the message that is being communicated to customers.

General Manager Sidhu asked a question about how long until penalty or late fees are applied to past due accounts.

AUDIENCE COMMENTS

None.

OLD BUSINESS

5. Manager's Report: General Manager Sidhu provided an update on the following:
 - The positive acclaim received by WPUDA and meeting attendees regarding the reception hosted at Tulip Town on Wednesday, April 13.
 - Maintenance crew completed a small pipeline installation project in Burlington, WA on Curtis St.
 - The pullback for the HDD drill on the transmission line is taking place on Wednesday, April 27. A tour will be offered for local legislators, elected officials and staff members.
 - Several staff members will be attending the PNWS AWWA conference in Tacoma from Wednesday, April 27 through Friday, April 28.
 - The PUD is working on finding a consultant to provide grant writing support.

- PUD leadership is discussing ideas on how to incorporate remote work and schedule flexibility into a new work schedule policy.
6. Community Relations Department Update:
- Community Relations Manager Tate presented on partnerships and sponsorships, social media engagement, capital project tours, print and earned media, and water quality report.
 - Commissioner Kornegay asked whether the Best Tasting Water Contest would be highlighted in the upcoming water quality report.
7. 2021 Water System Plan Limited Update:
- Engineering Manager Handzlik provided an overview of the limited update and discussed the next steps for finalizing the plan by the May 10 meeting.

NEW BUSINESS

None.

INFORMATION

- 7. Monthly Budget Status – March 2022
- 8. Judy Reservoir Data Report
- 9. Recent News Articles

COMMISSIONER COMMENTS

None.

ADJOURNMENT

Having no further business to come before the board, Commissioner Kornegay moved for adjournment. The motion passed, and the April 26, 2022, meeting was adjourned at 5:09 p.m.

ATTEST

Andrew Miller, Secretary

Germaine Kornegay, Vice President

AGENDA ITEM #3

As of May 03, 2022

No. 3030

We, the undersigned Board of Commissioners of Public Utility District No. 1 of Skagit County, Washington, do hereby certify that the merchandise and /or services hereinafter specified have been received and are hereby approved for payment in the amount of \$167,547.48 this 3rd day of May, 2022.

The total is comprised of the following:

Accounts Payable voucher No. from 23461 through 23519 in the amount of \$113,213.87, Electronic Funds Transfer in the amount of \$54,333.61. Payroll Electronic Funds Transfers and checks No. through in the amount of \$0.00.

Attest:



 Manager


 Auditor

 President

 Vice - President

 Secretary

Date: 05/02/2022

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| Voucher | Claimant | Amount |
|-------------|--------------------------------|-----------|
| 23461 - EDI | AFLAC | 1,213.66 |
| 23462 | ALL PHASE ELECTRIC SUPPLY CO | 2,544.03 |
| 23463 | ALTUS TRAFFIC MANAGEMENT LLC | 3,010.06 |
| 23464 - EDI | AMAZON.COM LLC | 4,322.84 |
| 23465 | AWWA | 3,580.00 |
| 23466 - EDI | BANNER BANK | 249.46 |
| 23467 | CENTRAL WELDING SUPPLY CO INC | 115.71 |
| 23468 | CERTIFIED LABORATORIES | 1,238.74 |
| 23469 | CINTAS | 859.30 |
| 23470 - EDI | CITY OF SEDRO WOOLLEY | 60.00 |
| 23471 | COMCAST BUSINESS | 516.62 |
| 23472 | CORE AND MAIN LP | 9,699.53 |
| 23473 | CRYSTAL SPRINGS | 176.20 |
| 23474 | WA ST DEPT OF TRANSPORTATION | 653.33 |
| 23475 - EDI | EMPLOYEES WELFARE & RECREATION | 294.00 |
| 23476 - EDI | EMPOWER RETIREMENT | 710.00 |
| 23477 | ENDURIS WASHINGTON | 1,000.00 |
| 23478 | EUROFINS EATON ANALYTICAL LLC | 307.00 |
| 23479 - EDI | Employment Security Department | 5,521.39 |
| 23480 | FARMERS EQUIPMENT CO | 152.37 |
| 23481 | GEO ENGINEERS INC | 5,160.50 |
| 23482 | HACH COMPANY | 61.66 |
| 23483 | HD FOWLER COMPANY INC | 13,759.36 |
| 23484 | ICONIX WATERWORKS (US) INC | 3,479.54 |
| 23485 | KAPTEIN'S ACE HARDWARE | 90.21 |
| 23486 | KIMBALL MIDWEST | 223.85 |


| Voucher | Claimant | Amount |
|-------------|--------------------------------|------------|
| 23487 | LAKESIDE INDUSTRIES INC | 200.31 |
| 23488 | LOUIS AUTO GLASS INC | 284.16 |
| 23489 | LOWE'S BUSINESS ACCOUNT | 179.76 |
| 23490 | MARTIN MARIETTA MATERIALS | 210.18 |
| 23491 | MCMASTER-CARR SUPPLY CO | 909.62 |
| 23492 | MILES SAND & GRAVEL | 1,038.10 |
| 23493 | MURRAYSMITH INC | 5,330.00 |
| 23494 | NC MACHINERY CO | 131.94 |
| 23495 | NORTH COAST ELECTRIC COMPANY | 4,499.11 |
| 23496 | NORTHSTAR CHEMICAL INC | 4,353.56 |
| 23497 - EDI | NORTHWEST ADMINISTRATORS | 615.60 |
| 23498 | AUTO VALUE | 95.57 |
| 23499 | OFFICE DEPOT INC | 67.38 |
| 23500 | ORKIN LLC | 206.34 |
| 23501 | PACIFIC UNDERWRITERS CORP | 968.33 |
| 23502 - EDI | PAYMENTUS GROUP INC | 14,715.94 |
| 23503 - EDI | PUD REVOLVING FUND | 1,973.02 |
| 23504 | PUGET SOUND ENERGY | 18,074.49 |
| 23505 | RICOH USA INC | 4,988.00 |
| 23506 | SEATTLE PUMP & EQUIPMENT CO | 1,757.35 |
| 23507 | SKAGIT COUNTY PLANNING & | 269.57 |
| 23508 | SUMMIT LAW GROUP PLLC | 140.00 |
| 23509 | Stantec Consulting Services | 12,387.00 |
| 23510 | TMG SERVICES INC | 946.04 |
| 23511 | TRUEbenefits, LLC | 3,141.66 |
| 23512 - EDI | U S BANK SAFEKEEPING | 10.00 |
| 23513 | UNITED WAY OF SKAGIT COUNTY | 100.00 |
| 23514 | UNITED PARCEL SERVICE | 23.32 |
| 23515 | VERIZON WIRELESS | 6,144.65 |
| 23516 - EDI | WA STATE DEPT OF LABOR & | 19,643.42 |
| 23517 - EDI | WA STATE TREASURER | 4,933.42 |
| 23518 | ASTOUND BUSINESS SOLUTIONS LLC | 139.42 |
| 23519 - EDI | ZIPLY FIBER | 70.86 |
| | | 167,547.48 |



1415 Freeway Drive | Mount Vernon, Washington 98273 | (360) 424-7104 | SkagitPUD.org

May 10, 2022

MEMORANDUM

TO: George Sidhu, P.E., General Manager
FROM: Mark Handzlik, P.E., Engineering Manager 
SUBJECT: Approval of 2021 Water System Plan Limited Update

Requested Action

Adopt Resolution 2292-22, Approval of the 2021 Water System Plan Limited Update.

Background

Skagit PUD is required by WAC 246-290-100 to develop a comprehensive long-range Water System Plan (WSP) for approval by Washington State Department of Health (DOH). On March 15, 2021, DOH approved our request to extend the 2013 WSP for one year until March 15, 2022. On November 29, 2021, a revised WSP was submitted to DOH that extended the plan for an additional three years until 2024.

For this additional limited update, the PUD issued a SEPA Determination of Non-Significance to approve the 2021 Water System Plan Limited Update. In accordance with standard WSP procedures, the PUD has completed SEPA public notice and comment periods, conducted a public consumer informational meeting, notified adjacent water purveyors, and considered comments from DOH and the Department of Ecology. DOH provided comments and requested submittal of a final plan by May 17, 2022. Revisions have been made to the plan and the final plan with a summary of revisions was transmitted to you and the Board on April 28, 2022. Following approval by the Board, the final plan and Resolution 2292-22 will be submitted to DOH for their approval.

Fiscal Impact

None.

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Enclosures: 1. Skagit PUD 2021 Water System Plan Limited Update-Board Signature Page
2. Resolution 2292-22

RESOLUTION NO. 2292-22

A RESOLUTION OF THE COMMISSION OF PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY, WASHINGTON, APPROVING THE 2021 WATER SYSTEM PLAN LIMITED UPDATE FOR PUBLIC UTILITY DISTRICT NO. 1 OF SKAGIT COUNTY

WHEREAS, the District is required by WAC 246-290-100 to develop a comprehensive long-range Water System Plan for the approval of the Washington State Department of Health; and

WHEREAS, the State Department of Health requires all Water System Plans in Skagit County to be updated to reflect the requirements of the Skagit County Coordinated Water System Plan Regional Supplement, July 2000; and

WHEREAS, the District staff has developed a Water System Plan Limited Update in coordination with the State Department of Health; and

WHEREAS, District staff found the proposed Water System Plan, as a non-project action, to have no probable significant adverse environmental impact; accordingly, a SEPA Determination of Non-Significance (DNS) was issued and published in a newspaper of general circulation in Skagit County, with a comment period ending December 13, 2021; and

WHEREAS, a copy of the draft Water System Plan was available for public review in the office of Public Utility District No. 1 of Skagit County during this DNS comment period and the period prior to the public consumer informational meeting held on December 14, 2021; and

WHEREAS, the final 2021 Water System Plan Limited Update has been reviewed by the General Manager of the District and has been determined to be satisfactory and in the best interest of the District, and the General Manager recommends that the 2021 Water System Plan Limited Update for Public Utility District No. 1 of Skagit County, be approved.

NOW, THEREFORE, BE IT RESOLVED by the Commission of Public Utility District No. 1 of Skagit County, Washington, that the 2021 Water System Plan Limited Update for Public Utility District No. 1 of Skagit County, is hereby approved.

ADOPTED by the Commission of Public Utility District No. 1 of Skagit County, Washington, at a regular open meeting held this 10th day of May 2022.

Joe Lindquist, President

Germaine Kornegay, Vice President

ATTEST

Andrew Miller, Secretary

**Approval of the
2021 Water System Plan Limited Update
for Public Utility District No. 1 of Skagit County
by
Board of Commissioners
Public Utility District No. 1 of Skagit County**

Joe Lindquist, President

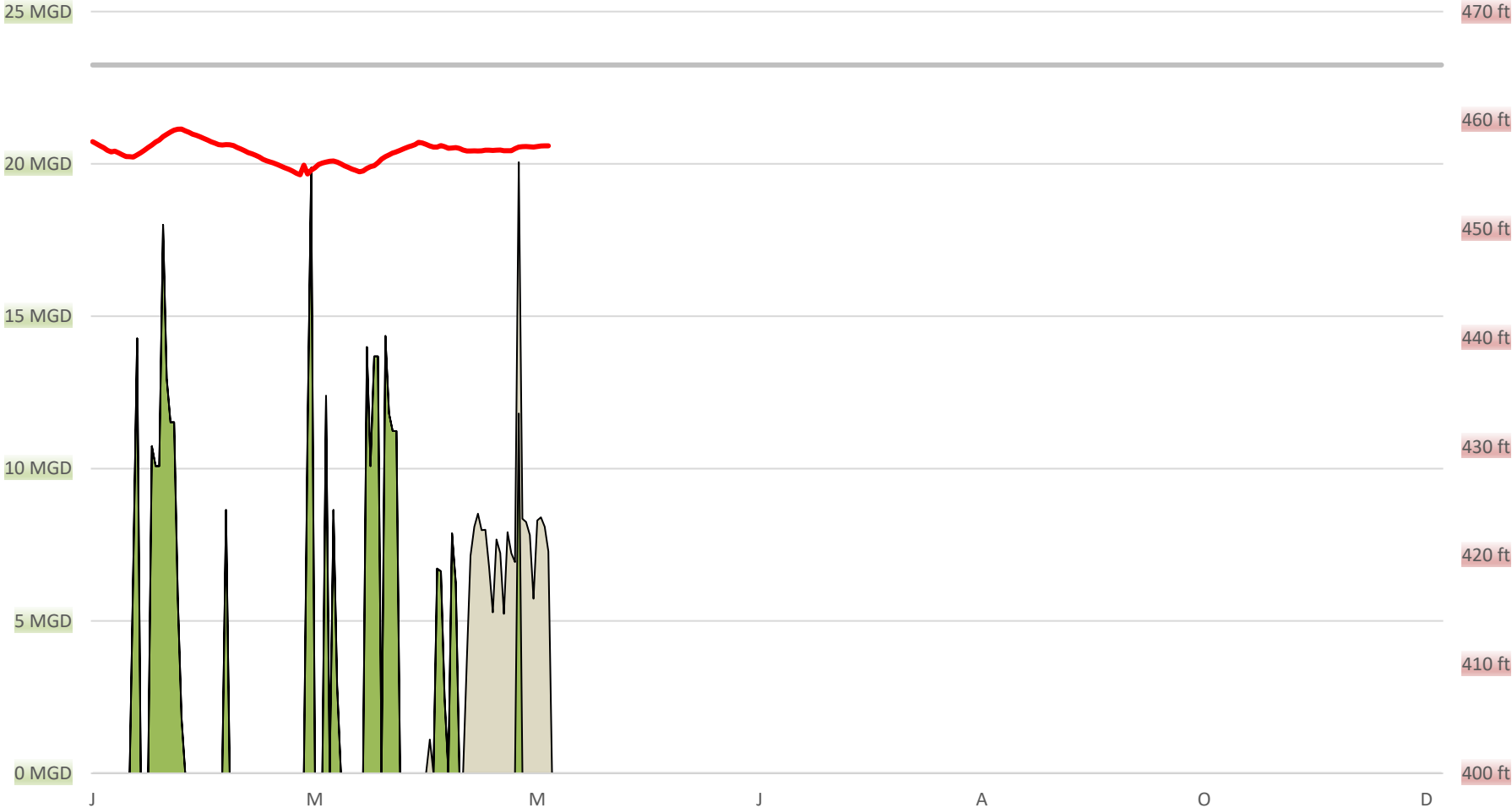
Germaine Kornegay, Vice President

Andrew Miller, Secretary

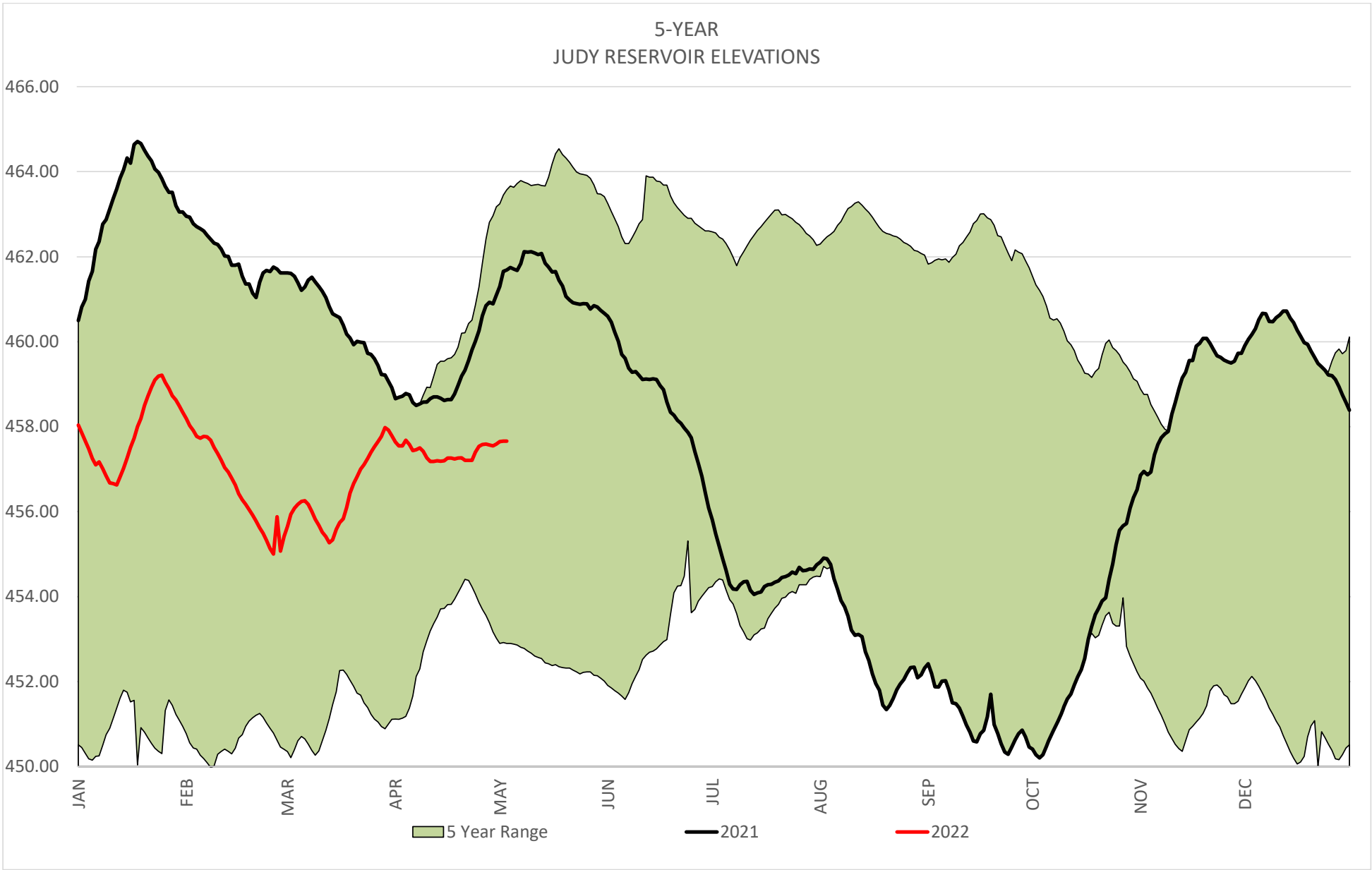
Signed this ____ day of _____ 2022

2022 Judy Reservoir Inflows & Elevation

| | |
|----------------------|--------------------|
| April 27 Elevation: | 457.58 (ft) |
| May 04 Elevation: | <u>457.66 (ft)</u> |
| Change in Elevation: | <u>0.08</u> |
| Spillway Elevation: | 465.10 |
| Stream Inflow YTD: | 318.88 MG |
| Skagit River YTD: | <u>169.31 MG</u> |



■ Streams
 ■ SRD Pumping
 — 2022 Reservoir Level
 — Max/Spill Reservoir Level



https://www.goskagit.com/news/local_news/skagit-public-utility-district-lays-replacement-section-for-main-water-line/article_81a6437c-57fb-5ede-b4a7-01fd6c26fed5.html

Skagit Public Utility District lays replacement section for main water line

By BRANDON STONE @Brandon_SVH Apr 27, 2022



MOUNT VERNON — The Skagit Public Utility District took a major step Wednesday in replacing its primary water transmission line.

Using five cranes and a steerable drill, Scarsella Brothers workers began pulling 1,900 feet of pipe through a pre-drilled tunnel 100 feet under Nookachamps Creek along East College Way in Mount Vernon.

Project Manager Mike Benton said this 36-inch steel pipe is replacing a 24-inch concrete pipe. This new pipe is built to last 100 years, he said.

The pipe also contains 14 valves throughout, up from two in the current section of pipe, he said. This will help the district isolate leaks in the event of a failure and reroute water throughout the system, ensuring

customers won't lose access to water.

Because of regulations regarding wetlands and the animal habitats within them, the PUD chose to feed the pipe through a tunnel rather than lay it in an open trench.

"It would be almost impossible to excavate it," Benton said of the project site.

Putting in this section of steel pipe will complete a crucial segment of the district's Judy Reservoir water transmission line replacement project.

The 5.3-mile water line connecting the PUD's primary water source to downtown Mount Vernon was installed in 1961, and has seen a number of breaks over the past three years.

Benton said replacing the entire line will cost about \$40 million. The district received \$34 million in low-interest loans from state and federal sources, which will reduce costs to ratepayers by about \$265,000 annually in interest when compared to traditional bonds.

PUD spokesperson Kevin Tate said the district completed the first phase of its transmission line replacement in 2009. New pipe will meet up with that line at LaVenture Road.

The remaining stretches of pipe will be installed in segments over the rest of 2022.

In this latest phase, the PUD is collaborating with Skagit County Parks and Recreation to add to the Centennial Trail.

The about 30 miles of multi-use trail runs from Snohomish to the Skagit County line. In Skagit County, there is currently a half-mile section of the trail open for public use, with the trailhead located off Highway 9 south of Lake McMurray.

Tate said the district's easements include permission to fill gaps in the trail where applicable.

The district will also install a pedestrian bridge over the East Fork of Nookachamps Creek, as it already needed to extend the pipeline over the creek.

— Reporter Brandon Stone: bstone@skagitpublishing.com, 360-416-2112, Twitter: @Brandon_SVH