

**MINUTES OF THE REGULAR MEETING OF JANUARY 12, 2016  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for January 2016 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, January 12, 2016, at 921 Lakeridge Way SW, Suite 301, Olympia WA 98502, commencing at 5:00 p.m. Commissioners Russell Olsen, Linda Oosterman and Chris Stearns were present for the meeting. Also present were John Weidenfeller, the District's General Manager (GM), Julie Parker, the District's Chief Financial Officer (CFO), Kim Gubbe, the District's Operations Manager (OM), and Kurin Rosado, Clerk to the Board. Joe Rehberger, Chief Legal Counsel, was excused for the meeting.

**Call to Order: Commissioner Olsen called the regular meeting to order at 5:00 p.m. The Pledge of Allegiance was recited by all present.**

**Approval of Agenda: Commissioner Stearns made a motion to approve the agenda as amended, to include the topic of Telecommunications as an Action Item: Commissioner Oosterman seconded; all in favor.**

**Consent Calendar:**

Approval of Minutes: December 22, 2015

Prequalification of Contractors – Small Works Roster:

- 1) Wiseman Utilities
- 2) MD Marine Electric
- 3) Hamer Electric, Inc.

SMA Contracts: None

Correspondence: None

Travel Approvals: None

Voucher Approval:

Accounts Payable: December 23, 2015, December 30, 2015, January 6, 2016

Payroll: January 5, 2016

Resolution: None

Other: None

**Commissioner Stearns made a motion to approve the Consent Calendar as presented: Commissioner Oosterman seconded; all in favor.**

**Public Comments:**

Mr. Eugene Whitehead, a customer of the Tanglewilde-Thompson Place water system, was in attendance to discuss his account. He was notified of high usage by PUD personnel last month; he found and fixed a leak on his property within the allotted timeframe to qualify for a leak adjustment, per PUD policy. The leak adjustment policy stipulates that qualifying customers receive a credit on their account for a portion of the leak consumption. Mr. Whitehead is asking that all of his additional usage be credited, instead of just a portion. The Commissioners assigned research of this issue to GM Weidenfeller, who will follow up with Mr. Whitehead.

**Discussion Items:**

**January WPUA Meetings Discussion**

The Washington Public Utility District Association (WPUA) has scheduled meetings January 13 through January 15.

**Action Items:**

**Resolution 16-01 Approval of Award for Tanglewilde-Thompson Place Generator Construction and Installation Project**

It is staff's suggestion that the award for the Tanglewilde-Thompson Place Generator project not be awarded at this time. More information about this topic will be brought forth at a later meeting. No action was taken.

**Telecommunications**

Commissioner Stearns was notified by Scott Richards, the lobbyist for WPUDA, that the telecommunications bill was put forth today. Senator Tim Sheldon has signed onto the bill and it is also supported by Kitsap PUD. Although the Commissioner doesn't expect the bill to pass this legislative session, he believes that Thurston PUD should also support the bill. **Commissioner Olsen made a motion to support Commissioner Stearns in reaching out to the Legislative contingent and supporting the PUD Telecommunications Retail Authority bill: Commissioner Oosterman seconded the motion; all in favor.**

**Commissioner Elections**

The Commissioners discussed Board positions held on an annual basis. **Commissioner Olsen made a motion to appoint Commissioner Stearns as Board President for 2016: Commissioner Oosterman seconded the motion; all in favor. Commissioner Stearns made a motion to appoint Commissioner Oosterman as Board Secretary: Commissioner Olsen seconded the motion; all in favor. Commissioner Stearns made a motion to appoint Commissioner Olsen as Board Vice President; Commissioner Oosterman seconded the motion; all in favor.**

**Commissioner Assignments**

Commissioners discussed their assignments and made no changes to Commissioner assignments for the upcoming year. Commissioner Oosterman would like to bring additional information at a later meeting regarding the Public Outreach/Liaison assignment.

**Legal Report:** None

**Presentations:**

**Staff Presentations:**

**General Manager's Report:** John Weidenfeller, General Manager

GM Weidenfeller provided a written report. GM Weidenfeller will meet with the Board of the Cedar Ridge Estates Association water system, along with Commissioner Stearns and OM Gubbe. Staff plans to make an offer of acquisition for this system. The emergency radio communications system project has been progressing slowly. The open Meter Reader/Laborer position has been advertised.

An issue occurred at the Pederson Place water system; a customer's line was broken by a contractor. There was a flushing issue which required a customer to hire a plumber. These costs will need to be reimbursed to the customer, as the PUD is at fault. The State Auditor Exit Briefing has not yet been scheduled; staff is still addressing some issues with the Audit staff.

**Operations Manager's Report:** Kim Gubbe, Operations Manager

OM Gubbe provided a written report. The Lake Lucinda water system (a Satellite Management Agency client) is still on 'temporary-permanent' chlorination to correct a series of unsatisfactory water samples. One of the customers on the Aust water system had a leak, which drained the reservoir, the leak will be fixed by the homeowner. In addition, complaints have been received from customers of the Trinity Muck 1 water system concerning water quality. GM Weidenfeller and OM Gubbe have been addressing the issues and are looking into options available to help improve water quality for that system.

**Chief Financial Officer's Report:** Julie Parker, Chief Financial Officer

CFO Parker will provide a written report during the second meeting of January. A check of \$5,682 was recently received from Washington Cities Insurance Authority (WCIA) for the theft that occurred in April 2015; CFO Parker has deposited these funds to the Water Fund reserves.

**Commissioner Topics, Discussion and Reports:**

Commissioner Oosterman has been contacted by several individuals who are running for office. Some have come to her seeking endorsements; she has been using these opportunities to speak about the PUD. The Commissioner may be gone at the end of this month due to family matters.

Commissioner Olsen thanked Commissioner Stearns for attending the last Thurston Regional Planning Council (TRPC) meeting in his stead. He has been preoccupied with legislative matters. The Commissioner plans to attend the next TRPC meeting in February. He would also like staff to push the telecommunications project workgroup meeting to later in February.

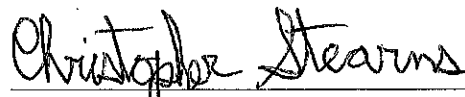
Commissioner Stearns attended the Conservation District meeting on December 29; the Director of this entity is set to retire within the next few years. The Commissioner reported on the issues discussed at the last TRPC meeting, including transportation funding, sustainability issues, etc.

**At 7:00 p.m., Commissioner Stearns announced that the Board would be entering Executive Session to discuss the performance of a public employee, as authorized by RCW 42.30.110 (1)(g), for 20 minutes. At 7:20 p.m., it was announced in the public area that the Executive Session would continue for five more minutes. At 7:25 p.m., the Executive Session was adjourned and the regular meeting was continued. No decisions were made.**

**Summary of Assignments:**

1. Research bid results for the Tanglewilde-Thompson Place generator construction and installation project.
2. Follow-up on Trinity Muck water quality issues and provide feedback to the Commission.
3. Review Mr. Whitehead's concerns about leak adjustments and follow-up with the Board.

**Adjournment: Commissioner Olsen made a motion to adjourn the meeting; Commissioner Oosterman seconded; all in favor. The meeting was adjourned at 7:26 p.m.**



Chris Stearns, Commissioner and President

Attest:

  
Linda Oosterman, Commissioner and Secretary