

**MINUTES OF THE REGULAR MEETING OF APRIL 13, 2021
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for April 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on April 13, 2021, commencing at 5:00 p.m. Commissioners Russell E. Olsen, Linda Oosterman and Chris Stearns were present for the teleconference meeting hosted via Zoom. The following District employees were also present for the meeting:

- John Weidenfeller, General Manager (GM)
- Julie Parker, Assistant General Manager (AGM)
- Kim Gubbe, Director of Planning and Compliance (DPC)
- Jim Campbell, Director of Field Operations (DFO)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- Ruth Clemens, Administrative Services Manager (ASM)
- Kurin Miller, Clerk to the Board

Call to Order:

Commissioner Olsen called the regular meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

Approval of Agenda:

Commissioner Oosterman made a motion to approve the agenda as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: March 16, 2021, March 23, 2021

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: March 24, 2021, March 31, 2021, April 7, 2021
- 2) Payroll: April 5, 2021

Other:

- 1) Proclamation – Drinking Water Week (May 2, 2021 – May 8, 2021)

Approval of Consent Calendar:

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

Public Comment: None

Information or Discussion of Operations/Policy Issues:

Discussion – Introduction of Utility Rate Advisory Committee (URAC) Applicant

Michael Beehler, a recent URAC applicant, introduced himself to the Board. GM Weidenfeller and the Commissioners conversed with Mr. Beehler further regarding the URAC group.

Action/Approval Item(s):

URAC Applicant Appointment

Commissioner Oosterman made a motion to appoint Mr. Beehler to the Utility Rate Advisory Committee; Commissioner Stearns seconded the motion; the motion passed with all in favor.

Information or Discussion of Operations/Policy Issues:

Discussion – Customer Comments, Public Meeting with Coppermill Water System Customers

GM Weidenfeller informed the Board that there was one member of the public in attendance for the Public Meeting on Rates, Fees, Charges and Surcharges held on April 8, 2021 for the Coppermill water system, though no public comments or questions were received. Commissioner Stearns asked about available water service connections for this water system; GM Weidenfeller and AGM Parker addressed the Commissioner's question.

Recurring Discussion – COVID-19 Updates

ASM Clemens reported that more vaccinations will open up to all Washingtonians who are 16 years of age and up on April 15, 2021, per a Governor mandate. Later in the meeting, the ASM also reported on DOH's recommendation to pause the Janssen/Johnson & Johnson vaccine.

Recurring Discussion – Telecommunications

ASM Clemens reported on meetings she recently attended with Lewis PUD, Thurston County, the Nisqually Indian Tribe, and the Thurston Economic Development Council (EDC). Commissioner Olsen also spoke about recent contact from an advisory member for the Port of Olympia's Board of Commissioners regarding the District's project.

Demonstration – Forecast 5 Dashboard

FCSM Tartt presented the Forecast 5 Dashboard software which displays the District's financial data. Commissioner Oosterman made a suggestion related to color on the bar charts. Commissioner Stearns asked about the purchased services category, one-time or emergency services going forward, and the revenue sources graphic. FCSM Tartt addressed the Commissioner's questions.

First Reading – Resolution 21-17, Talcott Ridge 4-Log Chlorination Upgrades

GM Weidenfeller briefly introduced Resolution 21-17 which would authorize the GM to enter into a contract with the lowest, responsible bidder for the 4-Log chlorination upgrades for the Talcott Ridge water system. This resolution will be scheduled for approval at the next Commission meeting on April 20, 2021.

First Reading – Resolution 21-18, Outside Service Area Fire Flow Availability Fee

FCSM Tartt briefly introduced Resolution 21-18 which would establish a Fire Flow Availability Fee for outside the District's service area. Commissioner Oosterman asked about any fees related to fire hydrants; DPC Gubbe addressed the Commissioner's question.

Action/Approval Item(s):

Resolution 21-09, Conservation Measures for 2021

GM Weidenfeller briefly presented Resolution 21-09 which was discussed at an earlier meeting. **Commissioner Stearns made a motion to approve Resolution 21-09; Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

WRIA 13 Water Restoration and Enhancement Plan

ASM Clemens discussed her work with the Water Resources Inventory Area (WRIA) 13 group and the Watershed Restoration and Enhancement Committee (WREC). Staff is seeking a motion to move forward on items related to this topic. Commissioner Stearns stated that former District Commissioner Pickett is involved with this group, and he also clarified some points about funding and nutrient loading. Commissioner Oosterman asked after what work the former Commissioner has completed; ASM Clemens addressed the Commissioner's question. **Commissioner Oosterman made a motion to approve the WRIA 13 Deschutes Water Restoration and Enhancement Plan and authorize the Administrative Services Manager to administer the vote on behalf of the Commission at the WREC meeting on April 20, 2021: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break:

There were no physical documents to sign.

Presentations:

GM Weidenfeller reported on a grant received by the District due to FCSM Tartt's application for the District's water customers. The GM also spoke about the possibility of discontinuing the water purveyor meetings that the District hosts three times a year. Commissioner Stearns addressed the water purveyor group requirement per the District's agreement with Thurston County. Commissioner Olsen made a suggestion on RSVPs for each meeting. GM Weidenfeller stated he understands the Board's direction and that he will continue to hold the Thurston County Water Purveyor meetings.

Commissioner Stearns asked about inspection of the Resort of the Mountain (ROM) water system; DFO Campbell addressed the Commissioner's question.

DPC Gubbe reported that the District's Water System and Satellite Management Agency plans have been approved by the Department of Health (DOH), and these documents have been uploaded to the District's website.

Commissioner Topics, Discussions and Reports:

Commissioner Olsen reported on some personal matters. The Commissioner also reported on feedback he came across regarding the Pattison water system rate increase.

Commissioner Oosterman also reported on some personal matters. The Commissioner will attend the next meeting on April 20, 2021, but she will not attend the April 27, 2021 meeting. Commissioner Oosterman also mentioned her experience with the new URAC member.

Commissioner Stearns recently attended the Thurston Regional Planning Council (TRPC) and Chehalis Basin Partnership meetings. The Commissioner has also been attending the Legislative update calls through WPUDA. He is also involved in TRPC's retreat planning.

Executive Session: None

Adjournment: Commissioner Stearns made a motion to adjourn the meeting: Commissioner Oosterman seconded the motion; the motion passed with all in favor. The meeting adjourned at 5:58 p.m.

Assignments:

- 1) Update the Forecast 5 Dashboard to include Commissioner Oosterman's suggestions (change the colors on the bar charts to delineate different parts/areas).
- 2) Update the Forecast 5 Dashboard headers to read "General Fund" instead of "Taxes."
- 3) Add Resolution 21-17 to the Consent Calendar for the Special Meeting/Commissioner Workshop scheduled on April 20, 2021.

Russell E. Olsen

Russell E. Olsen, Commissioner and President

Attest:

Christopher Stearns

Christopher Stearns, Commissioner and Vice President

Signature: *Russell E. Olsen*
Russell E. Olsen (May 3, 2021 08:21 PDT)

Email: rolsen@thurstonpud.org

Signature: *Christopher Stearns*
Christopher Stearns (May 10, 2021 14:00 PDT)

Email: cstearns@thurstonpud.org









Minutes 04.13.2021

Final Audit Report

2021-05-10

Created:	2021-04-30
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAS3d0MnV59CLSKgl9Nkuh0Lc0k0StZ15l

"Minutes 04.13.2021" History

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