

**MINUTES OF THE REGULAR MEETING OF APRIL 27, 2021
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The second regular meeting for April 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on April 27, 2021, commencing at 5:00 p.m. Commissioners Russell E. Olsen and Chris Stearns were present for the teleconference meeting hosted via Zoom; Commissioner Oosterman was excused from the meeting. 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 Stearns made a motion to approve the agenda as presented: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: April 8, 2021, April 13, 2021

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: April 14, 2021, April 21, 2021
- 2) Payroll: April 20, 2021

Other: None

Approval of Consent Calendar:

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

Public Comment: None

Information or Discussion of Operations/Policy Issues:

Recurring Discussion – COVID-19 Updates

ASM Clemens reported on phasing changes in Washington state counties due to increased COVID-19 infections. She also reported that the Senior Leadership Team will meet this week to discuss a return-to-work plan for employees, the availability of vaccines to everyone 16, and over and the lift on the pause of the Janssen/Johnson & Johnson vaccine.

Recurring Discussion – Telecommunications

ASM Clemens provided a report regarding project tasks. Commissioner Olsen asked about the follow up with Claire Ward with NoaNet; ASM Clemens addressed the Commissioner's question. Commissioner Stearns added information on prior experience with local cities, and he expressed the desire to clarify the District's role in this project.

Strategic Plan Performance Measures Report Update – First Quarter 2021

AGM Parker addressed an update to the Strategic Plan Performance Measures Report, expected at a later meeting. The AGM presented updates to the Strategic Plan Performances Measures Report slideshow. Commissioner Stearns asked about water outage causes. AGM Parker addressed the Commissioner's question.

First Reading – Resolution 21-19, Authorizing the Use and Acceptance of Electronic Signatures

AGM Parker introduced Resolution 21-19 which would authorize the use of electronic signatures on official documents like resolutions.

Drinking Water State Revolving Fund (DWSRF) Funding for Tanglewilde-Thompson Plan Water System Plan (WSP) Update

DPC Gubbe introduced the financial information surrounding the Drinking Water State Revolving Fund (DWSRF) Loan application for the Tanglewilde-Thompson Plan water system related to the Water System Plan (WSP) update. Commissioner Stearns asked if this information had been shared with the project engineer; DPC Gubbe addressed the Commissioner's question.

Discussion – Additional Workshop Meetings for 2021

GM Weidenfeller explained that the special meetings (Commissioner Workshops) scheduled on the third Tuesday of each month have expired; staff is requesting direction if further workshops will be scheduled. Both Commissioners discussed this topic at length. The Commissioners directed staff to schedule a special meeting on the third Tuesday in May, and to bring the topic back to another meeting when Commissioner Oosterman is in attendance for further discussion.

Action/Approval Item(s):

Resolution 21-10, Timberline Village Construction Contract

Commissioner Stearns made a motion to approve Resolution 21-10: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 21-11, Resort of the Mountain (ROM) Construction Contract

Commissioner Stearns made a motion to approve Resolution 21-11: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 21-13, Coppermill Water System Acquisition

GM Weidenfeller briefly introduced Resolution 21-13 which would authorize the GM to enter into a water system acquisition contract with the owner of the Coppermill water system. Commissioner Olsen asked about public comments received during the Public Meeting/Public Hearing process. Commissioner Stearns asked about water system connections for the water system and providing water to adjacent parcels. The GM addressed these questions. **Commissioner Stearns made a motion to approve Resolution 21-13: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

Resolution 21-16, Rates for the Coppermill Water System

GM Weidenfeller briefly introduced Resolution 21-16 which would approve the proposed water rates for the Coppermill water system. **Commissioner Stearns made a motion to approve Resolution 21-16: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

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

GM Weidenfeller briefly introduced Resolution 21-18 which would initiate a fee to assess fire flow for areas outside of the District's water service area. Commissioner Olsen asked if this fee would affect the District's current customers and if all associated costs are covered by the fee; Commissioner Stearns asked about this fee as a placeholder. The GM addressed these questions. **Commissioner Stearns made a motion to approve Resolution 21-18: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break:

There were no physical documents to sign.

Presentations:

GM Weidenfeller asked for permission to add several items to the Consent Calendar for the next regular meeting. Both Commissioners had no concerns with adding these items. The GM reported on a few additional items, including an upcoming water system acquisition meeting, the process surrounding the PFAS action level in Washington state, and Department of Ecology (DOE) Policy 1050. He reported that ASM Clemens will transition to working on the Telecommunications Project.

AGM Parker asked for per diem/timesheet information from the Commissioners. Commissioner Stearns asked about water system flushing; DFO Campbell addressed the Commissioner's question. FCSM Tartt reported that the financial dashboard is being updated, and the link to the dashboard will be included for the Commissioners at a later meeting date.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns recently attended a WPUDA Legislative update call as well as Thurston Conservation District and Chehalis Basin Partnership meetings. He reported on the content of these meetings; the Commissioner also reported on his work with the Thurston Regional Planning Council (TRPC) group.

Commissioner Olsen reported on his work now that the Legislative Session has ended. Both Commissioners spoke about return-to-work plans and COVID-19 safety measures. Commissioner Olsen asked to excuse Commissioner Oosterman from the meeting.

Commissioner Oosterman was excused from the meeting.

Executive Session: None

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

Assignments:

- 1) Schedule and advertise for a special meeting/Commissioner Workshop on Tuesday, May 18, 2021.
- 2) Schedule a discussion item regarding additional Commissioner Workshop meetings at the next meeting Commissioner Oosterman will attend.
- 3) Schedule a discussion item regarding the formatting update to the Strategic Plan Performance Measures Report at the Commissioner Workshop on May 18, 2021.
- 4) Schedule the following items on the Consent Calendar at the next regular meeting on May 11, 2021:
 - a. Community Economic Revitalization Board (CERB) Grant (Telecommunication Project)
 - b. Valve contract for the Tanglewilde-Thompson Place water system
 - c. Department of Commerce Grant (Customer Assistance Program)
 - d. NoaNet Contract (Telecommunications Project)
- 5) Schedule a Consent Calendar item to excuse Commissioner Oosterman from the regular Commission Meeting on April 27, 2021.

Russell E Olsen

[Russell E Olsen \(May 13, 2021 09:03 PDT\)](#)

Russell E. Olsen, Commissioner and President

Attest:

Christopher Stearns

[Christopher Stearns \(May 14, 2021 11:31 PDT\)](#)

Christopher Stearns, Commissioner and Vice President









Minutes 04272021

Final Audit Report

2021-05-14

Created:	2021-05-12
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAADiHE1lzDnL2EMFnbkYfhvNJwfyzTKIb

"Minutes 04272021" History

-  Document created by Julie Parker (julieparker@thurstonpud.org)
2021-05-12 - 1:18:38 AM GMT- IP address: 73.254.138.67
-  Document emailed to Russell E Olsen (rolsen@thurstonpud.org) for signature
2021-05-12 - 1:19:11 AM GMT
-  Email viewed by Russell E Olsen (rolsen@thurstonpud.org)
2021-05-13 - 4:03:15 PM GMT- IP address: 174.204.68.94
-  Document e-signed by Russell E Olsen (rolsen@thurstonpud.org)
Signature Date: 2021-05-13 - 4:03:56 PM GMT - Time Source: server- IP address: 174.204.68.94
-  Document emailed to Christopher Stearns (cstearns@thurstonpud.org) for signature
2021-05-13 - 4:03:58 PM GMT
-  Email viewed by Christopher Stearns (cstearns@thurstonpud.org)
2021-05-14 - 6:31:16 PM GMT- IP address: 73.221.73.78
-  Document e-signed by Christopher Stearns (cstearns@thurstonpud.org)
Signature Date: 2021-05-14 - 6:31:53 PM GMT - Time Source: server- IP address: 73.221.73.78
-  Agreement completed.
2021-05-14 - 6:31:53 PM GMT