

MINUTES OF THE REGULAR COMMISSION MEETING OF JULY 26, 2022
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The regular Commission meeting for July 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on July 26, 2022 and commenced at 5:00 p.m. Commissioners Russell E. Olsen, Linda Oosterman, and Chris Stearns were present for the hybrid meeting hosted via Zoom video conferencing and in-person at District Headquarters, located at 1230 Ruddell Road SE, Lacey, Washington 98503. The following personnel 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)
- Ruth Clemens, Administrative Services Manager (ASM)
- Mariah Montague, Customer Service Supervisor (CSS)
- 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 Oosterman seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: June 28, 2022

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: June 29, 2022, July 6, 2022, July 13, 2022, July 20, 2022
- 2) Payroll: July 5, 2022, July 20, 2022

Other:

- 1) Resolution 22-30, Engineering Design Contract for Pattison (500) DWSRF Project
- 2) Resolution 22-31, PFAS Treatment Engineering Contract for Lazy Acres (351)

Approval of Consent Calendar:

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

Public Comment: None

Information or Discussion of Operations/Policy Issues:

Discussion – 2023 Budget Process Overview (Updated)

AGM Parker presented an update to the 2023 Budget schedule and adoption process. Each Commissioner had questions for staff, and there was a lengthy discussion on this topic. Staff will bring

back a new date recommendation at a future meeting for a Utility Rate Advisory Committee (URAC) meetings.

Commissioner Stearns had two questions related to the resolutions listed on the consent calendar; GM Weidenfeller and DPC Gubbe addressed these questions.

Discussion – Request for PUD Visit from WPUDA President

GM Weidenfeller spoke about a request received from WPUDA to accommodate a visit from Chelan PUD Commissioner and WPUDA President Garry Arseneault at the first regular meeting of 2023 on January 10, 2023.

Discussion – Strategic Plan Performance Measures and Action Steps Report, 2nd Quarter 2022 Update

AGM Parker presented the updated Strategic Plan Performance Measures and Action Steps Report; she specifically addressed the updated figures listed for the average bill comparisons section.

First Reading – Resolution 22-28, Employment Contracts for Senior Leadership Team

GM Weidenfeller presented Resolution 22-28 which would authorize the GM to enter into professional employment agreements with the AGM, department heads, managers and other various positions. Commissioner Olsen and Commissioner Stearns asked about the definition of the contract's use of the word *cause* to which GM Weidenfeller was able to provide clarification. The Commissioners spoke more about this topic.

First Reading – Resolution 22-29, Policy Amendment

AGM Parker presented Resolution 22-29 which would revise Policy 100-016 Vehicle Safety & Use. The revised policy would require the District to obtain the Abstract of Driving Records for employees that frequently use or are assigned District-owned vehicles and review them annually. Commissioner Olsen and Commissioner Oosterman engaged in depth with GM Weidenfeller on this topic.

Action/Approval Items: None

Commissioner Signatures/Break:

AGM Parker spoke about signatures required for resolutions, voucher approvals, and minutes that have already been approved by the Board.

Presentations:

Commissioner Stearns spoke about his contact with the Water Director at Kitsap PUD regarding the system acquisition of District-owned systems in Kitsap County. The Board discussed Commissioner communications amongst themselves and with GM Weidenfeller at length.

AGM Parker reported that construction on the new Field Office on Meridian Road has begun. She also reported on an amount change to the minimum threshold for water service disconnection. Commissioner Olsen discussed this topic with staff at length.

DFO Campbell gave a brief report on his work with the Field Operations Team. Commissioner Stearns asked about keeping infrastructure cool during this time of the year; DFO Campbell addressed the Commissioner's question. DPC Gubbe gave a brief report on her work as well. Staff discussed security at the new Field Office.

Commissioner Stearns spoke about the Green Cove Creek Culvert Replacement project with staff. The Commissioner asked about the Country Club water system which is affected by this project. The Board discussed this topic at length with staff. GM Weidenfeller also reported on the Foster Task Force and water rights pilot projects identified.

ASM Clemens reported that the District's Project Management Specialist will be conducting a seismic assessment at District Headquarters. GM Weidenfeller and the ASM listed several upgrades/replacement projects at District facilities. Commissioner Oosterman made a request for the new Field Office.

Commissioner Topics, Discussions and Reports:

Commissioner Oosterman spoke about two emergency management meetings she will attend later in the week.

Commissioner Stearns spoke about a few meetings he recently attended, including the recent WPUA Association Meetings. Commissioner Stearns and Commissioner Olsen discussed the topics covered by these meetings at length.

Commissioner Olsen reported on two trips he recently took out-of-town. Commissioner Stearns asked several questions related to Commissioner Olsen's report.

Executive Session:

Although one was listed on the agenda, the Board did not enter into an Executive Session.

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 6:51 p.m.

Assignments:

- 1) Schedule a discussion time with WPUA President Garry Arseneault for the first regular meeting of 2023 on Tuesday, January 10, 2023.
- 2) Commissioner Oosterman requested scheduling a discussion item called, *Commissioner Communications* regarding creating boundaries for Commissioner communication during the

next regular meeting, scheduled for Tuesday, August 9, 2022. The Board concurred that that this topic should be is discussed annually in January as a refresher to the Board.

- 3) Per Commissioner Oosterman, add railing as specified at the new Field Office on Meridian Road.

Russell E Olsen

[Russell E Olsen \(Aug 11, 2022 15:45 PDT\)](#)

Russell E. Olsen, Commissioner and President

Attest:

Linda Oosterman

[Linda Oosterman \(Aug 15, 2022 11:17 PDT\)](#)

Linda Oosterman, Commissioner and Secretary











Minutes 07262022

Final Audit Report

2022-08-15

Created:	2022-08-10
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAbUTPdI70C6b22WF6Ltu0F55944eHJ199

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-  Document emailed to rolsen@thurstonpud.org for signature
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2022-08-11 - 10:44:55 PM GMT- IP address: 104.28.97.48
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