

MINUTES OF THE REGULAR COMMISSION MEETING OF NOVEMBER 15, 2022
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The first regular Commission meeting for November 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on November 15, 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)
- Jim Campbell, Director of Field Operations (DFO)
- TaSeana Tartt, Finance & Customer Service Manager (FCSM)
- Mariah Montague, Customer Service Supervisor (CSS)
- Teal Theam, Senior Administrative Assistant (SAA)
- Kalelia Gipson, Customer Service Representative (CSR)
- Kurin Miller, Administrative Services Coordinator (ASC) and 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 amend the agenda to include discussion of the agenda for the WPUDA President's visit in January 2023: Commissioner Oosterman seconded the motion; the motion passed with all in favor. Commissioner Stearns made a motion to approve the agenda as amended: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: October 25, 2022

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: October 26, 2022, November 2, 2022, November 9, 2022
- 2) Payroll: November 4, 2022

Other:

- 1) Resolution 22-46, Rescind 2023 Placeholder Operating Budget
- 2) Resolution 22-47, Rescind 2023 Placeholder Capital Budget
- 3) PUD Commission Strategic Planning Session, February 7, 2023 - 10:00 a.m. to 2:00 p.m.
- 4) WPUDA Association Meetings, November 16-18, 2022 (Virtual)
- 5) WPUDA Annual Conference, November 30, 2022- December 2, 2022 (Spokane, WA)

Approval of Consent Calendar:

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

Public Comments: None

Presentation and Public Hearing:

District staff gave a presentation on the Proposed 2023 Budget, Proposed 2023 Rates, Fees, Charges, and Surcharges, and the Proposed 2023 Ad Valorem Tax Levy. **Commissioner Olsen opened the Public Hearing at 5:14 p.m.** There were no members of the public present to provide testimony. However, the Commissioner addressed a customer concern, verbally provided to Customer Service staff regarding the proposed rate increase. **Commissioner Olsen closed the Public Hearing at 5:15 p.m.** A member of the public joined the meeting via Zoom after the Public Hearing was closed but declined to provide testimony.

Information or Discussion of Operations/Policy Issues:

First Reading – Resolution 22-45, Construction Contract for Meter Installations at Vineyard and Burnsville

AGM Parker introduced Resolution 22-45, which would authorize the General Manager to sign a contract for the meter installation work at the Vineyard (696) and Burnsville (676) water systems.

First Readings – Resolution 22-48, Proposed 2023 Ad Valorem Tax Levy and Resolution 22-49, 2023 Refund Levy Assessment

AGM Parker introduced both Resolution 22-48, adoption of which is required to establish the level of the regular property tax levy to be collected in 2023 at the highest lawful amount, and Resolution 22-49, which would authorize a refund levy to recover for lost tax dollars due to refunds given to taxpayers as a result of changes in value.

First Readings – Resolution 22-50, Proposed 2023 Operating Budget, Resolution 22-51, Proposed 2023 Capital Budget, and Resolution 22-52, Adopt 2023 Rates, Fees, Charges and Capital Surcharges

AGM Parker introduced Resolution 22-50, Resolution 22-51, and Resolution 22-52, approval of which would adopt the Proposed 2023 Operating Budget, the Proposed 2023 Capital Budget, and the Proposed 2023 Rates, Fees, Charges, and Surcharges. Commissioner Stearns asked a couple of questions on proposed rates, and AGM Parker addressed these questions.

First Reading – Resolution 22-53, Interfund Loan Authorization

AGM Parker introduced Resolution 22-53 which would authorize an interfund loan up to \$350,000 from the Capital Surcharge account to the Water Operating Reserve through December 31, 2023.

Discussion – Agenda for WPUDA President Visit on January 10, 2023

Commissioner Stearns addressed a few concerns he has about the visit by WPUDA President and Commissioner Garry Arseneault. The Commissioner would like to implement a discussion on discussion topics during the regular Commission meeting on December 6, 2022. Commissioner Olsen directed the Board to submit discussion topics to GM Weidenfeller by December 4, 2022.

Action/Approval Items:

Resolution 22-43, 2023 Employee Job Classifications and Salary Ranges

AGM Parker introduced Resolution 22-43 which would update the employee job classifications and salary ranges for 2023. **Commissioner Stearns made a motion to approve Resolution 22-43 as presented; Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 22-44, Policies and Produces Update

AGM Parker introduced Resolution 22-44 which would adopt revisions to several of the District's employment policies. **Commissioner Oosterman made a motion to adopt Resolution 22-44: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break: None

Presentations:

GM Weidenfeller reported on the Foster Task Force and his involvement in this process at length. AGM Parker reported on the construction of seismic valves at the Tanglewilde-Thompson Place (600) water system; the AGM will submit a resolution for this project at the next regular Commission meeting. Commissioner Stearns asked a few clarifying questions which were addressed by AGM Parker. Commissioner Oosterman also spoke on this topic.

Commissioner Oosterman asked if DFO Campbell had any new developments to report on, and Commissioner Stearns had a couple of questions regarding the Pattison (500) water system. DFO Campbell addressed the Commissioners' questions. ASC Miller had a quick update on open enrollment for the District's Flexible Spending Account (FSA) program.

Commissioner Topics, Discussions and Reports:

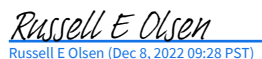
Commissioner Stearns and Commissioner Oosterman discussed the proposed airport at length. Commissioner Stearns spoke about the meetings he has recently attended. Commissioner Oosterman spoke about upcoming meetings for Homeland Security. Commissioner Olsen thanked the staff on preparation for the Public Hearing.

Executive Session: None

Adjournment: Commissioner Oosterman made a motion to adjourn the meeting: Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting adjourned at 5:52 p.m.

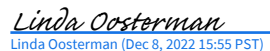
Commissioner Assignments:

- 1) Follow up with the Board about discussion topics for the visit by WPUDA President and Commissioner Garry Arseneault at the regular Commission meeting on January 10, 2023. The deadline for discussion topics to GM Weidenfeller is December 4, 2022.


Russell E. Olsen (Dec 8, 2022 09:28 PST)

Russell E. Olsen, Commissioner and Acting President

Attest:


Linda Oosterman (Dec 8, 2022 15:55 PST)

Linda Oosterman, Commissioner and Secretary











Minutes 11152022

Final Audit Report

2022-12-08

Created:	2022-12-07
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
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"Minutes 11152022" History

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2022-12-07 - 3:04:32 AM GMT
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2022-12-08 - 5:28:40 PM GMT- IP address: 174.204.201.180
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