

**MINUTES OF THE REGULAR COMMISSION MEETING OF DECEMBER 6, 2022**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The first regular Commission meeting for December 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on December 6, 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)
- Joseph A. Rehberger, the District's Chief Legal Counsel
- 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 approve the agenda as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: November 15, 2022, November 22, 2022

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: November 23, 2022, November 30, 2022
- 2) Payroll: December 5, 2022

Other:

- 1) PUD Commission Strategic Planning Session- February 7, 2023, 10:00 a.m. to 2:00 p.m.

**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 Comment:** None

**Information or Discussion of Operations/Policy Issues:**

**Discussion – WPUDA Association Meetings, January 11 – 13, 2023 in Olympia**

GM Weidenfeller briefly addressed the WPUDA Association Meetings scheduled in January 2023. Commissioner Oosterman asked to be registered for this event, and she spoke with Commissioner Stearns about incoming legislators, PUD Day on the Hill, and other related topics.

**Discussion – Forecast 5 Dashboard**

FCSM Tartt spoke briefly on the Forecast 5 Dashboard and the soon-to-expire contract with this vendor. Each Commissioner made comments on staff's decision not to renew the contract and providing financial data to customers and ratepayers in the future. FCSM Tartt and AGM Parker addressed the Commissioners' comments.

**First Reading – Resolution 23-01, Construction Contract for Hawley Hills (686) Consolidation**

AGM Parker introduced Resolution 23-01, which would award the construction contract for the Drinking Water State Revolving Fund (DWSRF) project at the Hawley Hills (686) water system. The bid is due to close on January 4, 2023. Commissioner Stearns asked about the systems included in the consolidation project, and GM Weidenfeller addressed the Commissioner's question.

**Discussion - Discussion Topics for Visit by WPUDA President Garry Arseneault on January 10, 2023**

GM Weidenfeller provided an overview of items to address with WPUDA, per his perspective and feedback from the Board. The Board discussed this topic at length with the GM, including follow up requested by the Board prior to the first regular Commission meeting of 2023 on January 10, 2023.

**Discussion – Agenda for Strategic Planning Session on February 7, 2023**

The Board briefly discussed topics to cover during their Strategic Planning Session with GM Weidenfeller, scheduled for Tuesday, February 7, 2023.

**Action/Approval Items:**

**2023 Commissioner Elections – President, Vice President, Secretary**

**Commissioner Olsen made a motion to nominate Commissioner Stearns as Board President for 2023: Commissioner Oosterman seconded the motion; the motion passed with all in favor. Commissioner Stearns made a motion to nominate Commissioner Oosterman as Board Vice President for 2023: Commissioner Olsen seconded the motion; the motion passed with all in favor. Commissioner Stearns made a motion to nominate Commissioner Olsen as Board Secretary for 2023: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**2023 Commissioner Assignments**

The Board discussed assignments with staff at length, and the spreadsheet showing these assignments was updated during the meeting.

**Commissioner Signatures/Break: None**

**Presentations:**

GM Weidenfeller reported that he will be out of the office for the remainder of the week; he will be attending the Washington Water Code Seminar in Seattle. DFO Campbell reported on a leak that was found at the Timberline Village (628) water system. GM Weidenfeller also reported on a meeting scheduled with Timberline Village property owners and representatives with Washington State Department of Health (DOH).

**Commissioner Topics, Discussions, and Reports:**

Commissioner Olsen reported on the District's holiday gathering that took place on Friday, December 2, 2022. The Commissioner also reported on a personal matter.

Commissioner Oosterman spoke about health emergencies related to a surge in COVID-19, respiratory syncytial virus (RSV), and influenza. The Commissioner reported on DispatchHealth, a healthcare organization with a local service area, and an upcoming trip she is taking out of town.

Commissioner Stearns spoke about the latest meeting he attended for the Thurston Regional Planning Council (TRPC). The Commissioner also discussed the topics presented at the WPUDA Annual Conference which he attended earlier in the month.

**Executive Session:**

**At 6:41 p.m., Commissioner Olsen announced that the Board would enter into an Executive Session in accordance with the provisions of RCW 42.30.110 (1)(i), to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, for ten minutes until 6:51 p.m. At 6:51 p.m., it was announced that the Executive Session would be extended for five more minutes until 6:56 p.m. At 6:56 p.m., the Executive Session for this topic concluded and the regular meeting resumed. Legal counsel was present for this portion of the Executive Session, but no decisions were made by the Board.**

**At 6:57 p.m., Commissioner Olsen announced that the Board would enter into an Executive Session in accordance with RCW 42.30.110 (1)(g), to evaluate the performance of a public employee, for 18 minutes until 7:15 p.m. At 7:15 p.m., it was announced that the Executive Session would be extended for five minutes until 7:20 p.m. At 7:20 p.m., it was announced that the Executive Session would be extended for five minutes until 7:25 p.m. At 7:25 p.m., the Executive Session concluded, and the regular meeting resumed. No decisions were made by the Board.**

**Adjournment:**

**Commissioner Oosterman made a motion to adjourn: Commissioner Olsen seconded the motion; the motion passed with all in favor. The meeting adjourned at 7:25 p.m.**

**Assignments:**

- 1) FCSM Tartt will register Commissioners Oosterman and Stearns for the WPUDA Association Meetings in January 2023, including the legislative reception.
- 2) Provide a list of legislators for PUD Commissioner Districts and water systems, updated with any changes as a result of the 2022 midterm elections.
- 3) Create a letter for the Board to send to WPUDA for items to address during their visit during the first regular Commission meeting in 2023 on January 10, 2023.
- 4) Provide the Board with an overview of priority items from the Asset Management Plan (AMP) and other important topics compiled by the District's Senior Leadership Team prior to the Board's Strategic Planning Session, scheduled on Tuesday, February 7, 2023.
- 5) Research swearing-in options for Commissioner Olsen.

- 6) Confirm the Thurston County Commissioner District map obtained in 2022 shows the most up-to-date districts for the PUD Commissioners (three districts versus five districts).
- 7) Order an updated map for Thurston County that shows the five new districts for the Thurston County Board of Commissioners/Port of Olympia Commissioners.

*Christopher Stearns*

Christopher Stearns (Jan 10, 2023 20:40 PST)

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Chris Stearns, Commissioner and President

Attest:

*Russell E Olsen*

Russell E Olsen (Jan 11, 2023 16:16 PST)

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Russell E. Olsen, Commissioner and Secretary

# Minutes 12062022

Final Audit Report

2023-01-12

Created:	2023-01-11
By:	Julie Parker (julieparker@thurstonpud.org)
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