

**MINUTES OF THE REGULAR COMMISSION MEETING OF AUGUST 8, 2023**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The first regular Commission meeting for August 2023 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on August 8, 2023. The meeting commenced at 5:00 p.m. Commissioners Chris Stearns and Linda Oosterman 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; Commissioner Russell E. Olsen was excused from the meeting. The following personnel were also present:

- John Weidenfeller, General Manager (GM)
- Julie Parker, Assistant General Manager (AGM)
- Kim Gubbe, Director of Planning and Compliance (DPC)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- Kalelia Gipson, Customer Service Representative (CSR) and Associate Clerk to the Board
- Nick Shankle, Field Technician
- Jeremy Barringer, Field Technician
- Kurin Miller, Administrative Services Coordinator (ASC) and Clerk to the Board

**Call to Order:**

Commissioner Stearns 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: July 25, 2023, August 1, 2023

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: July 26, 2023, August 2, 2023
- 2) Payroll: July 5, 2023

Other:

- 1) Excuse Absence for Commissioner Olsen for the Regular Commission Meeting on August 8, 2023

**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:**

**Introduction – New District Field Technicians**

GM Weidenfeller introduced two new District employees, Nick Shankle and Jeremy Barringer, both Field Technicians. Each employee spoke briefly about their backgrounds with the Commissioners.

**Presentation – Strategic Plan Performance Measures and Action Steps Report – 2<sup>nd</sup> Quarter 2023**

FCSM Tartt presented the Strategic Plan Performance Measures and Action Steps report, updated with information for the second quarter of 2023. Both Commissioners discussed customer complaints, service outages, and the Prairie View 759 water system with FCSM Tartt, GM Weidenfeller, and DPC Gubbe.

**1<sup>st</sup> Reading – Resolution 23-33, Creation of New Special Purpose Funds**

AGM Parker introduced Resolution 23-33 which would create two new funds for the PUD and rename two existing funds. Commissioner Stearns asked about facilities expenses. AGM Parker addressed the Commissioner's questions.

**1<sup>st</sup> Reading – Resolution 23-34, Approval of Timberline Village 628 Water System Plan Part B**

DPC Gubbe introduced Resolution 23-34 which would approve the Water System Plan (WSP) for the Timberline Village 628 water system. Commissioner Oosterman and DPC Gubbe discussed the water system, leak loss, and coordination with regulatory agencies in depth.

**Discussion – Possible “Contingency” Funding**

The Board agreed to reschedule this discussion item at a subsequent meeting.

**Action/Approval Items:**

**Resolution 23-30, Authorization to Send Water System Plan Part A, 2023 Update to DOH**

GM Weidenfeller and DPC Gubbe presented Resolution 23-30. Commissioner Stearns asked for clarification about the scope of Part A of the Water System Plan (WSP); Commissioner Oosterman asked about WSPs for Group B water systems. GM Weidenfeller gave a brief overview of the types of WSPs, and DPC Gubbe elaborated on this information. **Commissioner Oosterman made a motion to approve Resolution 23-30 as presented: Commissioner Stearns seconded the motion: the motion passed with all in favor.**

**Resolution 23-31, Cross-Connection Control Policy Update**

DPC Gubbe presented Resolution 23-31 and briefly described the updates proposed to the Cross-Connection Control Policy. Commissioner Stearns asked about the addition of the Pattison 500 water system to the PUD and services offered for those customers. DPC Gubbe and GM Weidenfeller addressed the Commissioner's question. **Commissioner Oosterman made a motion to approve Resolution 23-31 as presented: Commissioner Stearns seconded the motion: the motion passed with all in favor.**

**Resolution 23-32, Water Policy Manual Update**

GM Weidenfeller briefly presented Resolution 23-32. **Commissioner Oosterman made a motion to approve Resolution 23-32 as presented: Commissioner Stearns seconded the motion: the motion passed with all in favor.**

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller reported on his follow up work related to Kitsap County water systems and a possible transfer to Kitsap PUD. The Board discussed this topic with GM Weidenfeller. The Board also discussed several other topics with GM Weidenfeller at length, including water system acquisitions, water rights, new connections at the Meadows 690 water system, and communication between the Washington State Department of Ecology and water purveyors regarding Policy 2030.

GM Weidenfeller and DPC Gubbe spoke about a possible water system acquisition in Thurston County. DPC Gubbe then reported on several items, including a leak at the Walczak 620 water system, the Hawley Hills 686 water system, the Glen Alder 522 water system, and the Country Club Estates 521 water system. Both Commissioners addressed DPC Gubbe's work.

FCSM Tarrt reported on a new employee starting with the District on August 16, 2023 to fill the Accounting Assistant I position.

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

Commissioner Stearns attended the last Water Resources Advisory Committee (WRAC). Commissioner Oosterman spoke about influenza, a new variant of COVID-19, vaccinations, hospitalizations, and available treatment.

**Executive Session:** None

**Adjournment: Commissioner Oosterman made a motion to adjourn: Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:18 p.m.**

**Assignments:**

- 1) Reschedule the discussion on possible "contingency" funding to the regular Commission meeting on August 22, 2023.

*Christopher Stearns*

Christopher Stearns (Aug 24, 2023 12:54 PDT)

Chris Stearns, Commissioner and President

Attest:

*Linda Oosterman*

Linda Oosterman (Aug 24, 2023 14:43 PDT)

Linda Oosterman, Commissioner and Acting Secretary











# Minutes 08082023

Final Audit Report

2023-08-24

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|-----------------|--|
| Created:        | 2023-08-23                                   |
| By:             | Julie Parker (julieparker@thurstonpud.org)   |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAXJ8LI_pNsqgKfmE9FSCON0K4n7cEdw2n |

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