

MINUTES OF THE REGULAR COMMISSION MEETING OF SEPTEMBER 12, 2023
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The first regular Commission meeting for September 2023 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on September 12, 2023. The meeting commenced at 5:00 p.m. Commissioners Chris Stearns, Linda Oosterman, and Russell E. Olsen 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:

- 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)
- Kurin Miller, Administrative Services Coordinator (ASC) and Clerk to the Board
- Kalelia Gipson, Customer Service Representative (CSR) and Associate Clerk to the Board
- Mariah Montague, Customer Service Supervisor
- Sandy Furth, Administrative Assistant
- Aimee Morgan, Payroll Specialist
- Gabby Thorpe, Accounting Assistant
- Cathy Wise, Customer Service Representative

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 Olsen 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: August 22, 2023

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: August 23, 2023, August 30, 2023, September 6, 2023
- 2) Payroll: September 5, 2023

Other:

- 1) Reminder: WPUA Water Workshop, September 27 – 29, 2023, 7 Cedars Hotel Casino, Sequim
- 2) Resolution 23-35, Approval of Webster Hill 610 Water System Plan Part B

Approval of Consent Calendar:

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

Public Comment: None

Presentation – 2024 Proposed Budgets, Rates, Fees, Charges, Surcharges, and 2024 Proposed Ad Valorem Tax

District staff gave a presentation on the 2024 Proposed Budget, 2024 Proposed Rates, Fees, Charges, and Surcharges, and the 2024 Proposed Ad Valorem Tax Levy. **Commissioner Stearns opened the Public Hearing at 5:12 p.m.** There was one member of the public present that declined to provide testimony. **Commissioner Stearns closed the Public Hearing at 5:15 p.m.**

Information or Discussion of Operations/Policy Issues:

1st Reading – Resolution 23-38, 2024 Proposed Operating Budgets

AGM Parker introduced Resolution 23-38, approval of which would adopt the 2024 Proposed Operating Budgets.

1st Reading – Resolution 23-39, 2024 Proposed Capital Budget

AGM Parker introduced Resolution 23-39, approval of which would adopt the 2024 Proposed Capital Budget. The AGM explained that District staff would be reapplying for grant funding for the Tanglewilde-Thompson Place 600 water system mainline replacement project. Commissioner Stearns asked about PFAS funding. GM Weidenfeller addressed the Commissioner's question. The Board discussed PFAS and funding at length. AGM Parker also answered a question from Commissioner Stearns regarding design, construction phases, and funding for upcoming projects.

1st Reading – Resolution 23-40, 2024 Proposed Rates, Fees, Charges and Surcharges

AGM Parker introduced Resolution 23-40, approval of which would adopt the 2024 Proposed Rates, Fees, Charges, and Surcharges. Commissioner Stearns asked about the amount of the General Facility Charge (GFC), and AGM Parker addressed the Commissioner's question.

1st Reading – Resolution 23-41, 2024 Proposed Ad Valorem Tax

AGM Parker introduced Resolution 23-41, adoption of which is required to establish the level of the regular property tax levy to be collected in 2024 at the highest lawful amount.

1st Reading – Resolution 23-42, 2024 Employee Job Classifications and Salary Ranges

AGM Weidenfeller introduced Resolution 23-42, which would approve employee job classifications and updated salary ranges effective January 1, 2024.

Action/Approval Items: None

Commissioner Signatures/Break: At 5:37 p.m., Commissioner Stearns announced a break for eight minutes until 5:45 p.m. The regular meeting resumed at 5:45 p.m.

Presentations:

GM Weidenfeller reported on several topics, including his work with the Washington Water Utilities Council (WWUC), Washington State Department of Ecology's Policy 2030, and the proposed financial dashboard, to be completed by the end of the year.

AGM Parker reported on the Green Cove Creek culvert replacement project. The District was invited to attend training for obtaining project funding.

Commissioner Oosterman asked about an issue that DFO Campbell included in his report for the Crocker Creek 663 water system, and Commissioner Stearns asked a follow up question about the same topic; Commissioner Stearns also asked about equipment failures due to summer heat. DFO Campbell addressed the Commissioners' questions. DFO Campbell also reported on a fire that occurred on one of the properties belonging to the Tanglewilde-Thompson Place 600 water system.

DPC Gubbe reported on the recent resignation of the Senior Administrative Assistant on the Planning and Compliance Team. The DPC also reported on the recalculated connection count for the District, now more 10,000 connections to account for multi-family units.

FCSM Tartt reported on recent meter replacements due to safety concerns by the Field Operations Team.

Commissioner Topics, Discussions, and Reports:

Commissioner Olsen reported on a personal matter. The Commissioner thanked GM Weidenfeller for attending recent Thurston Regional Planning Council (TRPC) meeting in his stead.


Commissioner Oosterman reported on a personal matter. The Commissioner also spoke about uncertainty in the face of advancing artificial intelligence, the water tree project and secured funding, upcoming meetings she may attend, and Thurston County personnel and elections.

Commissioner Stearns spoke about information he received from a recent Chehalis Basin Partnership meeting in anticipation of proposed Policy 2030 changes. The Board discussed this topic further with GM Weidenfeller. Commissioner Stearns also updated the Board on the recent Utility Rate Advisory Committee (URAC) meeting he attended with District staff on September 7, 2023.

Executive Session: At 6:31 p.m., Commissioner Stearns announced that the Board would enter into an Executive Session to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price, as authorized by RCW 42.30.110 (1)(c), for 14 minutes until 6:45 p.m. At 6:44 p.m., it was announced that the Executive Session would be extended for ten minutes until 6:54 p.m. At 6:54 p.m., it was announced that the Executive Session would be extended for two minutes until 6:56 p.m. At 6:56 p.m., the Executive Session concluded, and the regular meeting resumed. No decisions were made by the Board during Executive Session.

Adjournment: Commissioner Olsen made a motion to adjourn: Commissioner Oosterman seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:56 p.m.

Assignments: None


[Christopher Stearns \(Sep 26, 2023 01:19 PDT\)](#)
Chris Stearns, Commissioner and President

Attest:

Russell E Olson

[Russell E Olson \(Sep 27, 2023 12:47 PDT\)](#)

Russell E. Olson, Commissioner and Secretary











Minutes 09122023

Final Audit Report

2023-09-27

Created:	2023-09-26
By:	Julie Parker (julieparker@thurstonpud.org)
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-  Signer rolsen@thurstonpud.org entered name at signing as Russell E Olsen
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