

**MINUTES OF THE REGULAR COMMISSION MEETING OF MARCH 12, 2024**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The first regular Commission meeting for March 2024 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on March 12, 2024. The meeting commenced at 5:00 p.m. Commissioners Linda Oosterman, Russell E. Olsen, 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. District staff present at the meeting include:

- John Weidenfeller, General Manager
- Julie Parker, Assistant General Manager
- 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 and Associate Clerk to the Board

**Call to Order:**

Commissioner Oosterman 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 Stearns seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: February 27, 2024

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: February 29, 2024, March 6, 2024
- 2) Payroll: March 5, 2024

Other:

- 1) Reminder: WPUDA Association Meetings, March 13-15, 2024

**Approval of Consent Calendar:**

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

**Public Comment:**

No members of the public were present. However, the Board discussed with District staff a letter that was received from a customer with the Deschutes Village water system and issues with infrastructure cost responsibility. Staff will follow up with review and response to the customer.

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

**Discussion – Recommended Name for Pattison Well**

DPC Gubbe presented her recommendations for the name of the new well at the Pattison 500 water system; she also gave an update on the well status. All three Commissioners agreed to name the new well after the system’s former owner; the well is to be named “Casebolt.”

**Discussion – Update on Thurston County Franchise Agreement**

AGM Parker provided an update on the District’s franchise agreement with Thurston County and its Board of County Commissioners (BoCC). The AGM attended the public BoCC meeting; the BoCC voted to approve their resolution to grant a nonexclusive franchise to the District.

**Discussion – 2024 TPUD Picnic, July 26, 2024, at Pioneer Park in Tumwater**

GM Weidenfeller spoke briefly on the annual District picnic, tentatively scheduled for Friday, July 26, 2024, starting at 2:00 p.m.

**1<sup>st</sup> Reading – Resolution 24-09, Authorization to Surplus**

FCSM Tartt introduced Resolution 24-09, which would grant staff the authority to surplus equipment no longer needed by the District.

**1<sup>st</sup> Reading – Resolution 24-10, Policies and Procedures Update**

GM Weidenfeller and AGM Parker briefly introduced Resolution 24-10 which would adopt revisions to the District Policy 400-028 Overtime, Compensatory Time, and Flex Time. Commissioner Stearns asked about the effect of the proposed changes on donating leave to employees or the District’s shared leave bank; GM Weidenfeller addressed the Commissioner’s question.

**1<sup>st</sup> Reading – Resolution 24-12, Construction Contract for Berry 2 and 3 Pumphouse Replacement**

DPC Gubbe introduced Resolution 24-12 which would award the construction contract for the Berry 2 and Berry 3 water systems. The project is out to bid, but staff will have information on the lowest, responsible bidder at the next regular meeting. Commissioner Oosterman spoke briefly on the importance of updating our infrastructure to be ready for weather patterns brought about by climate change.

**Action/Approval Items:** None

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller reported on a recent meeting with Tanglewilde Recreation Center Commissioners regarding a proposed project for the Tanglewilde-Thompson Place 600 water system. GM Weidenfeller also spoke about the March Regional Water Cooperative of Pierce County (RWPCPC) meeting later in the week which the District is hosting.

AGM Parker reported on the finalization of a loan for the Glen Alder water system, eliminating the loan surcharge for those customers. The AGM spoke about the planned communication to customers on that system.

DFO Campbell reported on several items, including a watermain break at the Tanglewilde-Thompson Place 600 water system, the treatment system at the Nisqually Highlands 364 water system, and falling trees at the Country Club 679 water system. Commissioner Oosterman asked about Field Operation staff's workload due to climate change; DFO Campbell addressed the Commissioner's question.

DPC Gubbe reported on the field work staff has started for the lead service line inventory mandated by Washington State Department of Health. The DPC also spoke about the new Planning and Compliance Specialist and the work their team is completing. Commissioner Oosterman made a request to DPC Gubbe regarding her manager report. Commissioner Stearns asked about treatment replacement at the Walczak 620 water system. DPC Gubbe addressed the Commissioners' questions.

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

Commissioner Olsen briefed the Board on his trip to Washington, D.C. as part of the WPUDA 2024 Legislative Rally at the end of February. The Board discussed this topic at length.

Earlier in the meeting, Commissioner Oosterman spoke about her meeting schedule for the rest of the week. Commissioner Oosterman also reported on Lacey MakerSpace, an organization that offers access to specialized tools and equipment. The Commissioner also led a discussion on several topics, including infrastructure needs, a new law that prohibits harassment to individuals running for office, and a proposed building site off Old Highway 99 in Tumwater.

Commissioner Stearns reported on the meetings he recently attended, including the Water Resources Advisory Committee (WRAC) and Thurston Regional Planning Council (TRPC) meetings.

**Executive Session:** None

**Adjournment: Commissioner Olsen made a motion to adjourn: Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:03 p.m.**

**Assignments:**

- 1) Per Commissioner Oosterman's request, schedule a review of the District's policy on infrastructure responsibility of property owners and tenants and the corresponding customer service forms (Authorization to Bill Tenant Form, etc.).
- 2) Add Resolution 24-09 to Consent Calendar for approval at the next regular Commission meeting, scheduled for March 26, 2024.
- 3) DPC Gubbe was requested to update her report to show the names of the personnel responsible for action items on the report.

Linda Oosterman

Linda Oosterman (Mar 26, 2024 23:46 PDT)

Linda Oosterman, Commissioner and President

Attest:

Christopher Stearns

Christopher Stearns (Apr 25, 2024 14:16 PDT)

Christopher Stearns, Commissioner and Secretary









# Minutes 03122024

Final Audit Report

2024-04-25

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