

**MINUTES OF THE REGULAR COMMISSION MEETING OF MAY 28, 2024**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The second regular Commission meeting for May 2024 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on May 28, 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 presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: May 14, 2024

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: May 15, 2024, May 23, 2024
- 2) Payroll: May 20, 2024

Other:

- 1) Resolution 24-21, Changes to URAC Bylaws

**Approval of Consent Calendar:**

**Commissioner Olsen 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:**

**1<sup>st</sup> Reading – Resolution 24-16, Water Policy Manual Update**

AGM Parker briefly presented Resolution 24-16 which would adopt changes to the District's Water Policy Manual regarding notices to title for unpaid utility charges for past due customer accounts.

**Action/Approval Items:**

**Resolution 24-19, Authorization to Surplus**

**Commissioner Olsen made a motion to adopt Resolution 24-19 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Resolution 24-20, Authorization to Surplus PUD Owned Kitsap Water Systems**

**Commissioner Olsen made a motion to adopt Resolution 24-20 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller reported on several topics, including the upcoming sale of a Thurston County water system to the District, updates on the Timberline Village 628 water system, and acquisition of District-owned water systems in Lewis County. The Board further discussed this last topic with GM Weidenfeller and AGM Parker.

AGM Parker reported on recruitment for an Accounting Assistant at the District. GM Weidenfeller, AGM Parker, and FCSM Tartt answered questions from the Board on workloads and covering tasks during the recruitment process. Commissioner Oosterman addressed District staff about mental health awareness and avoiding workplace stress.

DPC Gubbe spoke briefly on the tasks she's currently working on, including an executive leadership training she recently attended. Commissioner Stearns asked about PFAS projects and associated funding. GM Weidenfeller addressed the Commissioner's question.

DFO Campbell reported on recent training for members of the Field Operations staff. Commissioner Olsen asked about training requirements for Water Operator certifications. Commissioners Oosterman and Stearns spoke about the potential increase in accidents and hazards with more hours worked by staff. GM Weidenfeller and DFO Campbell addressed the Board regarding these topics.

FCSM Tartt spoke briefly about the financial variance report; the changes to expense lines requested by Commissioner Oosterman were made to the report and highlighted by FCSM Tartt.

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

Commissioner Stearns spoke briefly on the most recent Thurston Regional Planning Council (TRPC) meeting. The Commissioner also attended the most recent Water Resources Advisory Committee (WRAC) meeting.

Commissioner Olsen spoke about the Healthy Environment for All (HEAL) Act and funding related to this environmental justice law. Commissioner Oosterman asked about the effect of this act on the District.

Commissioner Oosterman recently attended an event for League of Women Voters. The Commissioner also addressed her correspondence with former Washington Supreme Court Justice Mary Yu, concerning water law, and proposed legislative changes on water issues.

**Executive Session:** None

**Adjournment:** Commissioner Olsen made a motion to adjourn; Commissioner Stearns seconded the motion; the motion passed with all present in favor. The meeting adjourned at 5:44 p.m.

**Assignments:**

- 1) None.

*Linda Oosterman*  
Linda Oosterman (Jun 12, 2024 11:42 PDT)

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Linda Oosterman, Commissioner and President

Attest:

*Christopher Stearns*  
Christopher Stearns (Jun 19, 2024 10:47 PDT)

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Christopher Stearns, Commissioner and Secretary









# Minutes 05282024

Final Audit Report

2024-06-19

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