

**MINUTES OF THE REGULAR COMMISSION MEETING OF JULY 23, 2024**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The second regular meeting for July 2024 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on July 23, 2024. The meeting commenced at 5:01 p.m. Commissioners 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. Commissioner Russell E. Olsen was excused from the meeting. 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 Director (FD)
- 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 5:01 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 present in favor.**

**Consent Calendar:**

Approval of Minutes: July 9, 2024

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: July 11, 2024, July 17, 2024
- 2) Payroll: July 20, 2024

Other:

- 1) Excuse Commissioner Olsen from the Regular Commission Meeting on July 23, 2024

**Approval of Consent Calendar:**

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

**Public Comment:** None

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

**1<sup>st</sup> Reading – Resolution 24-29, Construction Contract, Pattison 500 Reservoir and Booster Station**

GM Weidenfeller and DPC Gubbe introduced Resolution 24-29 which would authorize the General Manager to sign a contract with the lowest responsible bidder for the construction contract for the

Pattison 500 Drinking Water State Revolving Fund (DWSRF) project. District staff discussed this topic at length with the Board.

**Discussion – Final 2025 Budget Priorities**

AGM Parker presented the final list of budget priorities for 2025. Commissioner Oosterman commented on the trend of paying more for vehicles in the future and the recent nationwide network outages. Both Commissioners asked about the District seeking technological solutions for better efficiency. The Board discussed this topic with staff in greater detail.

**Discussion – Agenda for the Board’s Strategic Planning Meeting, August 6, 2024**

GM Weidenfeller presented the proposed agenda for the Board’s Strategic Planning Meeting scheduled for Tuesday, August 6, 2024. Commissioner Oosterman clarified on items to add to the draft agenda for the Strategic Planning Session. Commissioner Stearns gave an update on the Green Cove Creek culvert replacement project. GM Weidenfeller also discussed an event proposed on September 30, 2024, in relation to that project.

**Discussion – Country Club Estates (CCE) 521 DWSRF Surcharge Amendment**

FD Tartt gave an update on the Country Club Estates (CCE) 521 Drinking Water State Revolving Fund (DWSRF) project and the proposed amendment to that system’s DWSRF Loan Surcharge amount; District staff recommends a reduction in the surcharge amount based on construction costs lower than expected. The Board approved to hold a Public Hearing on August 13, 2024, for the proposed surcharge amendment.

**Strategic Plan Performance Measures and Action Steps Report – 2<sup>nd</sup> Quarter 2024 Update**

AGM Parker presented the 2<sup>nd</sup> quarter update for the Strategic Plan Performance Measures and Action Steps Report. District staff will present proposed updates to this report at the Board’s Strategic Planning Session on August 13, 2024. Commissioner Stearns asked about trends associated with electronic payments; AGM Parker addressed the Commissioner’s question. Commissioner Oosterman spoke about customer service and courtesy to customers.

**Action/Approval Items:**

**Resolution 24-28, Tanglewilde 600 Treatment Engineering Contract**

DPC Gubbe gave an update on Resolution 24-28; the resolution does not list a final contract cost, but costs are not expected to exceed \$1 million. **Commissioner Stearns made a motion to adopt Resolution 24-28 as presented: Commissioner Oosterman seconded the motion; the motion passed with all present in favor.**

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller gave an update on a meeting with WPUDA regarding the Green Cove Creek culvert replacement project funding. AGM Parker also addressed the Board on this topic.

DFO Campbell reported on the new well for the Pattison 500 water system. Commissioner Oosterman suggested that photos and information be included for major projects in an upcoming newsletter.

Commissioner Stearns asked about recently finding unmetered connections on District's water systems; DFO Campbell addressed the Commissioner's question.

GM Weidenfeller and DPC Gubbe addressed the lead service line inventory project that Field Operations staff is currently working on. DPC Gubbe also reported on the new well for the Pattison 500 water system.

FD Tartt provided a financial report, but there were no items of note. The FD also presented the updated Financial Information webpage on the District's website. Commissioner Oosterman spoke about her preference with the color-coded messaging.

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

Commissioner Stearns reported on the WPUDA Association meetings he recently attended in Cowlitz County along with a tour of the Swift Dam. The Commissioner also spoke about his request to the WPUDA Executive Director to consider AGM Parker for the Public Works Board if an appointment becomes available. The Board further discussed the topics at these meetings.

Commissioner Olsen was excused from the meeting.

**Executive Session:** None

**Adjournment: Commissioner Stearns made a motion to adjourn: Commissioner Oosterman seconded the motion; the motion passed with all present in favor. The meeting adjourned at 6:09 p.m.**

**Assignments:**

- 1) Add the following two items to the draft agenda for the Board's Strategic Planning Session meeting on Tuesday, August 6, 2024:
  - a. Staff Presentations
  - b. Commissioner Topics and Discussion
- 2) Advertise for the Public Hearing for the CCE 521 DWSRF Loan Surcharge during the regular Commission meeting on Tuesday, August 13, 2024.
- 3) Forward the August 2024 newsletter to the Board for review.

*Linda Oosterman*

Linda Oosterman (Aug 15, 2024 14:12 PDT)

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Linda Oosterman, Commissioner and President

Attest:

*Christopher Stearns*

Christopher Stearns (Sep 11, 2024 12:36 PDT)

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Christopher Stearns, Commissioner and Secretary












# Minutes 07232024

Final Audit Report

2024-09-11

Created:	2024-08-14
By:	Julie Parker (julieparker@thurstonpud.org)
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Transaction ID:	CBJCHBCAABAAPGzqU_XLsfHtnD1Uy-aC7xnFkQ0Qt0LU

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-  Document created by Julie Parker (julieparker@thurstonpud.org)  
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-  Document emailed to loosterman@thurstonpud.org for signature  
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-  Email viewed by loosterman@thurstonpud.org  
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-  Signer loosterman@thurstonpud.org entered name at signing as Linda Oosterman  
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