

MINUTES OF THE REGULAR COMMISSION MEETING OF JANUARY 28, 2025
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for January 2025 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on January 28, 2025. The meeting commenced at 5:01 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 (GM)
- Julie Parker, Assistant General Manager (AGM)
- 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 Stearns called the regular meeting to order at 5:01 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: January 14, 2025

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: January 15, 2025, January 22, 2025
- 2) Payroll: January 21, 2025

Other:

- 1) Resolution 25-02, Commissioner President Position Rotation
- 2) Resolution 25-03, URAC Bylaws Update
- 3) 2025 Commissioner Assignments
- 4) WPUDA Association Meetings – February 12-14, 2025 (Olympia)

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 Comments: None

Information or Discussion of Operations/Policy Issues:

Introduction of New PUD Employee, Mark Moore

DFO Campbell introduced the District's new Field Technician, Mark Moore. Mr. Moore briefly discussed his personal and professional background. Commissioners Olsen and Stearns addressed Mr. Moore and welcomed him to the District.

New URAC Member Applications and Discussion with the Board

GM Weidenfeller addressed the two Utility Rate Advisory Committee (URAC) applications received from Mr. Bob Coker (a Tanglewilde-Thompson Place 600 water system customer) and Mr. Tom Clingman (a Pattison 500 water system customer). Both Commissioner Olsen and Commissioner Stearns addressed the applicants, and both applicants briefly discussed their personal and professional backgrounds.

Commissioner Olsen made a motion to accept Mr. Coker and Mr. Clingman as new members of the URAC: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Discussion – Agenda for the Board's Strategic Planning Session, February 4, 2025, at 5:00 p.m.

GM Weidenfeller and AGM Parker spoke about the proposed agenda for the Board's Strategic Planning Session scheduled on February 4, 2025. The Board discussed each item listed on the proposed agenda in detail.

Discussion – PUD Healthcare Insurance Premium, Update for 2025

GM Weidenfeller presented updated information for 2025 for the District's healthcare insurance premium. AGM Parker further spoke on this topic.

Strategic Plan Performance Measures and Action Steps Report – 4th Quarter 2024

FD Tartt presented the update for the last quarter of 2024 for the Strategic Plan Performance. Commissioner Stearns asked about the Boots and Saddles water system, and he spoke about the county ownership of water systems. DFO Campbell addressed the Commissioner's questions.

1st Reading – Resolution 25-04, Governance Policy Update

AGM Parker presented Resolution 25-04 and the proposed changes to the Board's Governance Policy.

1st Reading – Resolution 25-05, Construction Contract for Cedar Shores 677 Generator Installation

GM Weidenfeller briefly introduced Resolution 25-05.

Action/Approval Item(s):

Reschedule Regular Meeting Dates in 2025

AGM Parker presented alternate dates for the regular Commission meetings scheduled on April 22, September 23, and November 11 due to conflicts. The AGM also spoke about a special Commission meeting usually scheduled in September for the second Public Hearing related to rates, fees, and charges for the following year. After a lengthy discussion, the Board agreed to reschedule the meetings as shown below. The Board also agreed to hold two regular meetings in September 2025 at which Public Hearings will be scheduled for rates, fees, and charges – no special meetings are planned for September at this time.

- Tuesday, April 22, 2025 – Rescheduled to Tuesday, April 29, 2025
- Tuesday, September 16, 2025 – Rescheduled to Tuesday, September 30, 2025
- Tuesday, November 11, 2025 – Rescheduled to Tuesday, November 4, 2025

Resolution 25-01, Contract for Water Service, Olympia Ecosystems

GM Weidenfeller briefly presented Resolution 25-01. Commissioner Stearns asked about testing cross-connection devices; GM Weidenfeller addressed the Commissioner's question. **Commissioner Olsen made a motion to adopt Resolution 25-01 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Linda Oosterman
Linda Oosterman (Feb 21, 2025 14:53 PST)

Presentations:

GM Weidenfeller reported on a meeting he will be having with the District Engineer on water conservation this week. The GM also reported on his correspondence with the new Washington State Commerce Director regarding water availability for new housing.

DFO Campbell provided a brief update on District operations. The DFO also spoke about two new temporary employees hired to begin work soon. Commissioner Stearns asked about the transfer of administrative duties for the Kitsap County water systems; AGM Parker addressed the Commissioner's question.

FD Tartt briefly presented highlights for the Finance Report submitted. Commissioner Olsen asked about potential action by WPUDA in light of the recent Executive Orders and stays on federal funding which may affect the District. GM Weidenfeller and AGM Parker addressed the Commissioner's question. The Board spoke about this topic at length.

Commissioner Topics, Discussions, and Reports:

Commissioner Stearns attended the recent Chehalis Basin Partnership and WPUDA Association meetings, and he reported on the topics discussed at those meetings.

Executive Session: Though one was listed on the agenda, the Board declined to enter into an Executive Session.

Adjournment: Commissioner Olsen made a motion to adjourn the meeting: Commissioner Oosterman seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:27 p.m.

Assignments:

- 1) Remove OPMA and PRA training from the proposed special Commission meeting agenda scheduled on February 4, 2025.
- 2) Contact the Commissioners for OPMA and PRA training on an individual basis.
- 3) Forward any briefing documents for the agenda items for the special Commission meeting agenda on February 4, 2025, to the Commissioners for review.
- 4) Add the rescheduled regular Commission meetings to the Consent Calendar for the next regular Commission meeting on February 11, 2025.
 - Tuesday, April 22, 2025 – Rescheduled to Tuesday, April 29, 2025
 - Tuesday, September 16, 2025 – Rescheduled to Tuesday, September 30, 2025
 - Tuesday, November 11, 2025 – Rescheduled to Tuesday, November 4, 2025
- 5) Advertise accordingly for the rescheduled regular Commission meetings.

Christopher Stearns

Christopher Stearns (Feb 17, 2025 13:51 PST)

Christopher Stearns, Commissioner and President

Attest:

Linda Oosterman
Linda Oosterman (Feb 21, 2025 14:53 PST)

Linda Oosterman, Commissioner and Secretary









Minutes 01282025

Final Audit Report

2025-02-21

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