

MINUTES OF THE REGULAR COMMISSION MEETING OF MAY 27, 2025
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for May 2025 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on May 27, 2025. The meeting commenced at 5:00 p.m. Commissioners Russell E. Olsen, 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. District staff present at the meeting include:

- 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)
- 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 5:00 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 present in favor.

Consent Calendar:

Approval of Minutes: May 13, 2025

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: May 14, 2025, May 21, 2025
- 2) Payroll: May 20, 2025

Other:

- 1) Reminder: 8:00 a.m. on May 30, 2025 – WPUA/WWUC Quarterly Water Meeting
- 2) Reminder: 2:00 p.m. on June 20, 2025 – Thurston PUD Employee Picnic, Pioneer Park
- 3) Resolution 25-15, Authorization to Surplus

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 present in favor.

Public Comments:

GM Weidenfeller mentioned that the District recently received a request to drill a well at the Scatter Creek Ranch 760 water system; the request will be denied. Commissioners Olsen and Stearns briefly discussed this topic with GM Weidenfeller.

Information or Discussion of Operations/Policy Issues:

Discussion – 2026 Budget Priorities

GM Weidenfeller gave a reminder to the Board to provide budget priorities to District staff.

Discussion – Resolution 25-14, 1st Amendment to Manor House Development Agreement

AGM Parker introduced Resolution 25-14 which would authorize the General Manager to sign the first amendment to the Manor House Development agreement; the amendment includes several changes that AGM Parker presented to the Board.

Discussion – Resolution 25-16, Policies and Procedures Update

GM Weidenfeller introduced Resolution 25-16 which would adopt revisions to the District's Policy 400-028 Overtime, Compensatory Time, and Flex Time. The Board discussed the policy changes with District staff at length. **Commissioner Olsen made a motion to authorize the General Manager to amend the policy to allow non-exempt employees to accrue overtime that would be inclusive of sick time used during the work week and bring back a rewritten policy for adoption at a subsequent meeting: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Action/Approval Item(s):

Authorization to Purchase Equipment, Software, and Supplies and Fund Two New Positions

AGM Parker made a request to the Board for authorization of several purchases, including new leak detection equipment, a new trailer, upgrades to building and water system security systems, an upgrade to a new phone system, accounting software, water tree supplies, and disaster preparedness supplies. The AGM also asked for funding for Field Technician I and GIS Intern positions. Commissioner Stearns asked about the leak detection equipment; Commissioner Oosterman asked about time savings expected with the new leak detection equipment. DFO Campbell addressed the Commissioners' questions. **Commissioner Olsen made a motion to authorize the District to move forward with the purchase of equipment, software, and supplies and to fund two employment positions: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 25-14, 1st Amendment to Manor House Development Agreement

Commissioner Olsen made a motion to adopt Resolution 25-14 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Resolution 25-16, Policies and Procedures Update

Resolution 25-16 was discussed earlier in the meeting. The Board made a motion to adopt the intended changes to the policy, with District staff bringing back the written policy with changes at a subsequent meeting for approval.

Presentations:

GM Weidenfeller reported on several topics, including the potential acquisition of the Dana Passage water system and the DWSRF loan conditionally awarded to that system, another potential acquisition of a water system located in Thurston County, a letter sent to Tanglewilde-Thompson Place 600 water system customers about ongoing and future capital projects, and the updated listing for small works projects. The Board discussed these topics at length with the GM.

AGM Parker gave an update on the class action lawsuits that the District joined regarding PFAS contamination. The AGM also reported on early filing of the District's financial statements by FD Tartt.

DFO Campbell reported on recent work completed by the Field Operations Team. Commissioner Stearns asked about low pressure at the ROM 626 system; the Commissioner also asked about the capacity of the equipment at the Pattison 500 water system. Commissioner Oosterman spoke about the potential of hot, dry weather this summer, her concern with District resources, and the needs of Field Operations staff to meet water needs. DFO Campbell addressed the Commissioners' comments and questions.

DPC Gubbe reported on pressure testing at the Green Cove Creek culvert replacement project site; she also reported on PFAS testing for District-owned water systems and the receipt of trailer-mounted generators funded by a FEMA grant. Commissioner Stearns asked about wellhead protection letters for the Meadows 690 water system; DPC Gubbe addressed the Commissioner's question. Later in the meeting, DPC Gubbe went over nitrate testing information for District-owned water systems, per GM Weidenfeller's request.

Commissioner Topics, Discussions, and Reports:

Commissioners Olsen and Oosterman had no new information to report.

Commissioner Stearns attended the recent Chehalis Basin Partnership meeting; he discussed the topics covered at that meeting and the projects underway for that organization.

Executive Session: None

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 6:04 p.m.

Assignments:

1. Amend Policy 400-028 Overtime, Compensatory Time, and Flex Time to clarify the language surrounding the 40-hour work week, earning overtime, and using sick leave for non-exempt employees, as requested by Commissioner Olsen. Schedule adoption at the regular Commission meeting on June 10, 2025.
2. Prepare a budget amendment to codify the motion authorizing the District to purchase equipment, software, and supplies and fund two new positions from the water fund balance.

Christopher Stearns
Christopher Stearns (Jun 12, 2025 17:29 PDT)

Christopher Stearns, Commissioner and President

Attest:

Linda Oosterman
Linda Oosterman (Jun 11, 2025 21:03 PDT)

Linda Oosterman, Commissioner and Secretary









Minutes 05272025

Final Audit Report

2025-06-13

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