

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

The second regular meeting for October 2025 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on October 28, 2025. The meeting commenced at 5:00 p.m. Commissioners Jim Campbell, 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)
- Kim Gubbe, Director of Planning and Compliance (DPC)
- TaSeana Tartt, Finance Director (FD)
- David Gruver, Acting Director of Field Operations (ADFO)
- 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 amended: Commissioner Campbell seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: October 14, 2025

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: October 15, 2025, October 22, 2025
- 2) Payroll: October 20, 2025

Other:

- 1) Schedule PUD Employee Holiday Party, 2:30 p.m. on December 5, 2025
- 2) Reminder: WPUA Association Meetings, November 12-14, 2025 (Olympia)
- 3) Emergency Waiver of Competitive Bidding Requirements, October 27, 2025 – Emergency Backup Generator System Repairs

**Approval of Consent Calendar:**

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

**Public Comments: None**

**At 5:02 p.m., Commissioner Stearns opened the Public Hearing scheduled to gather testimony on the Cedar Shores 677 Generator Surcharge Amendment. One member of the public was present and provided comment in person to encourage the Board to adopt the amendment to the Cedar Shores 677 Generator Surcharge. Commissioner Stearns closed the Public Hearing at 5:04 p.m.**

**Commissioner Olsen made a motion to move up in the agenda Action/Approval Items adoption (before Information or Discussion of Operations/Policy Issues): Commissioner Campbell seconded the motion; the motion passed with all in favor.**

**Action/Approval Item(s):**

**Resolution 25-33, Policies and Procedures Update**

AGM Parker briefly addressed Resolution 25-33. **Commissioner Campbell made a motion to adopt Resolution 25-33 as amended: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

**Resolution 25-38, Cedar Shores 677 Generator Surcharge Amendment**

**Commissioner Olsen made a motion to adopt Resolution 25-38 as presented: Commissioner Campbell seconded the motion; the motion passed with all in favor.**

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

**Discussion – Commissioner Position and Duties for Remainder of 2025**

**Commissioner Campbell made a motion to nominate Commissioner Russell E. Olsen to the position of Board President for 2026: Commissioner Stearns seconded the motion; the motion passed with all in favor. Commissioner Olsen made a motion to nominate Commissioner Jim Campbell to the position of Vice President for 2026; Commissioner Stearns seconded the motion; the motion passed with all in favor. Commissioner Olsen made a motion to nominate Commissioner Chris Stearns to the position of Secretary for 2026: Commissioner Campbell seconded the motion; the motion passed with all in favor. Commissioner Olsen made a motion to appoint Commissioner Jim Campbell as Board Secretary for the remainder of 2025: Commissioner Stearns seconded the motion; the motion passed with all in favor.** GM Weidenfeller led a lengthy discussion with the Board on assignments, tasks, and responsibilities for Commissioners; several changes were made to the Commissioner assignment matrix which will be scheduled for approval at the next Commission meeting. The Board gave approval for Commissioner Campbell to attend the 2026 Legislative Rally in Washington, D.C. in February 2026.

**Strategic Plan Performance Measures and Action Steps Report – 3<sup>rd</sup> Quarter 2025 Update**

Commissioners Olsen and Stearns gave background information on the District's Strategic Plan and other information. AGM Parker gave an overview of the updates to the Strategic Plan Performance Measures and Action Steps Report. Commissioner Olsen asked about electronic payments and mitigation of emergency responses; AGM Parker addressed the Commissioner's questions. The Board also discussed the water outages listed in the report, water system acquisition, and consolidation projects.

**1<sup>st</sup> Reading – Resolution 25-34, Updated Employee Job Classifications**

GM Weidenfeller introduced Resolution 25-34 which would adopt changes to two positions: Field Technician III (Crew Chief) and Project Management Specialist II.

**1<sup>st</sup> Reading – Resolution 25-37, 2<sup>nd</sup> Amended 2025 Capital Budget**

FD Tartt introduced Resolution 25-37 which would adopt several changes to the 2025 Capital Budget. GM Weidenfeller and Commissioner Stearns gave information on the District's Water Tree Operations Program to the member of the public in attendance at the meeting.

**Presentations:**

GM Weidenfeller reported on a proposed budget amendment to be scheduled for review and approval before the end of the year. AGM Parker gave an update on the settlement funds received towards the Emerging Contaminants Fund created for PFAS remediation costs. Commissioner Olsen spoke about funding for PFAS remediation and emerging contaminants.

ADFO Gruver provided an update on meter installations in the District's service area. GM Weidenfeller discussed generators in need of repair. DPC Gubbe reported on an alternate solution for the automatic transfer switch at the Pattison 500 water system. Commissioner Stearns asked about the delay on the Deschutes Village 683 Water System Plan update; he also asked about the sale of District water systems. DPC Gubbe and GM Weidenfeller addressed the Commissioner's questions.

FD Tartt briefly reported on a few budget items that District staff will bring forward an amendment for. Commissioner Olsen asked about the impact the economy had on these line items. FD Tartt addressed the Commissioner's question.

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

There were no Commissioner reports for this section.

**Executive Session:** At 6:10 p.m., Commissioner Stearns announced that the Board would enter into an Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, as authorized by RCW 42.30.110 (1)(b), for 15 minutes until 6:25 p.m. At 6:25 p.m., Executive Session ended, and the regular meeting resumed. No action was taken in Executive Session.

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

**Assignments:**

- 1) Update the Commissioner assignment matrix and add to the Consent Calendar at the next regular Commission meeting for approval.
- 2) Schedule a discussion topic regarding the District's Strategic Plan at the first regular Commission meeting in March on March 10, 2026.

  
Christopher Stearns (Dec 2, 2025 10:55:13 PST)

Christopher Stearns, Commissioner and President

Attest:

  
James Campbell (Nov 25, 2025 20:18:35 PST)

James Campbell, Commissioner and Secretary









# Minutes 10282025

Final Audit Report

2025-12-02

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