

**MINUTES OF THE REGULAR MEETING OF JANUARY 11, 2022  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for January 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on January 11, 2022, commencing at 5:00 p.m. Commissioners Linda Oosterman, Russell E. Olsen, and Chris Stearns were present for the virtual meeting hosted via Zoom video conferencing. The following personnel were also present for the meeting:

- 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)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- Ruth Clemens, Administrative Services Manager (ASM)
- Dan Lovell, Project Management Specialist
- Doug Piehl, District Engineer
- Kurin Miller, Clerk to the Board

**Call to Order:**

Commissioner Olsen called the regular meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

**Approval of Agenda:**

**Commissioner Oosterman 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: December 28, 2021

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: December 29, 2021, January 5, 2022
- 2) Payroll: January 5, 2022

Other: Emergency Waiver of Competitive Bidding Requirements – Walczak (620) Water System

**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 in favor.**

**Public Comment:** None

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

**Introduction of District Engineer – Doug Piehl, P.E.**

GM Weidenfeller introduced the District's new Engineer, Doug Piehl. Mr. Piehl's background was discussed, and the Board spoke with Mr. Piehl about his career with the PUD.

**Presentation – Country Club (679) Water System Green Cove Creek Culvert Replacement**

GM Weidenfeller presented an overview of an upcoming project to replace the failed Green Cove Creek culvert at the Country Club water system. Dan Lovell, the District's Project Management Specialist, Doug Piehl, District Engineer, and DPC Gubbe elaborated on project-specific information. The Board discussed this project with staff at length.

**Discussion – WPUA January Association Meetings, January 12-14, 2022**

GM Weidenfeller reviewed the January Association Meetings offered by WPUA, scheduled to begin on January 12, 2022.

**Discussion – COVID-19 Updates**

ASM Clemens reported on quarantine and isolation recommendations from the Centers for Disease Control (CDC). Commissioner Oosterman spoke about the Pfizer COVID-19 medication, as discussed with her healthcare provider. The Commissioner also asked about COVID-19 home tests for PUD staff. ASM Clemens addressed the Commissioner's question.

**Discussion – Broadband and Telecommunications**

ASM Clemens reported that District staff was able to meet recently with representatives from the Nisqually Tribe. She also reported that the Northwest Open Access Network (NoaNet) is compiling information for the Broadband Project Planning Study.

**Discussion – Reopening to the Public**

GM Weidenfeller addressed the topic of reopening PUD Headquarters to the public. Commissioner Olsen spoke about new protocols for local school systems, state agencies, and the state legislature based on recent levels of COVID-19 infection. Commissioner Oosterman and Commissioner Stearns also addressed the latest developments for COVID-19. The Board agreed to attempt a hybrid reopening date of March 1, 2022 and to continue monitoring unfolding events. The Board and staff discussed this topic at length.

**Discussion – Update on Disconnection Process for Past Due Accounts**

FCSM Tartt updated the Board on the disconnection process for customer accounts that are considered past due. The Board briefly discussed this topic with FCSM Tartt and GM Weidenfeller.

**First Reading – Resolution 22-03, Surplus Hilt Street (720) Water System**

**Commissioner Stearns made a motion to table Resolution 22-03 until a later date as determined by the General Manager; Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**First Reading – Resolution 22-01, Water System Plan Approval for Tanglewilde-Thompson Place (600) Water System**

DPC Gubbe presented Resolution 22-01 which would adopt the updated Water System Plan (WSP) for the Tanglewilde-Thompson Place (600) water system. The DPC spoke about the final version of the WSP as well as a Public Meeting scheduled in January 2022 for Tanglewilde-Thompson Place customers to provide feedback on the WSP if they wish. Commissioner Stearns asked if there were contingencies for growth within the WSP for this water system, and he also asked about the infrastructure project for mainline replacement. Commissioner Oosterman asked about the possibility of development plans for

commercial areas for the City of Lacey. DPC Gubbe addressed the Commissioners' questions, and there was an in-depth discussion on development and water supply for the Tanglewilde-Thompson Place water system.

**First Reading – Resolution 22-02, Water System Plan Approval for Sward (278) Water System**

DPC Gubbe presented Resolution 22-03 which would adopt the updated Water System Plan (WSP) for the Sward (278) water system. The DPC spoke about the final version of the WSP as well as a Public Meeting scheduled in January 2022 for Sward customers to provide public comment on the WSP.

**Action/Approval Items:** None

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller submitted a written report for the meeting but had no additional information to report on. AGM Parker briefly discussed her current projects including the conclusion of the audit conducted by the State Auditor's Office. Commissioner Oosterman inquired about the AGM's thoughts on the budget figures for 2022; she also asked about holding off on certain projects in regard to the budget amendment for 2022 that the AGM is currently preparing. Commissioner Stearns asked about the inclusion of specific pay raises in the budget information. AGM Parker and GM Weidenfeller addressed the Commissioners' question.

DFO Campbell gave an overview of challenges presented by the recent adverse weather as well as the response by field staff to repair and prevent any issues at the District's water systems. Commissioner Stearns asked about the results of the seismic valve project that staff has been working on; DPC Gubbe addressed the Commissioner's question. FCSM Tartt gave an update to the Board on specific figures on delinquency amounts, the amount of funds awarded by the District's Utility Relief Assistance Program (URAP), and the amount of customer accounts currently past due. Commissioner Olsen asked about the amount of outreach to customers. FCSM Tartt and GM Weidenfeller addressed the Commissioner's question.

**Commissioner Topics, Discussions and Reports:**

Commissioner Olsen reported on the recent Utility Rate Advisory Committee (URAC) meeting on January 10, 2022. The Commissioner will be reaching out to each of the URAC members individually to gauge their individual participation in the group.

Commissioner Oosterman has three meetings on January 12, 2022. She spoke about large, in-person gatherings that no offered hybrid options.

Commissioner Stearns recently attended a Water Resources Advisory Committee (WRAC) meeting. He updated the Board on the main topics discussed at that meeting. The Commissioner also attended a preparation meeting for the WPUA Water Committee meeting scheduled later this week. Commissioner Stearns and Commissioner Oosterman discussed the upcoming WPUA January Association Meetings; the Board held an in-depth discussion about several topics including the state legislature.

**Executive Session:**

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

**Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:46 p.m.**

**Assignments:**

- 1) Follow up on the information to be received from Commissioner Olsen regarding funding for the Green Cove Creek culvert replacement on the Country Club water system.
- 2) Research mask mandates and other current COVID-19 protocols prior to reopening PUD Headquarters to the public. Forward these guidelines to the Board for review.

*Russell E Olsen*

[Russell E Olsen \(Jan 27, 2022 07:12 PST\)](#)

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Russell E. Olsen, Commissioner and President

Attest:

*Linda Oosterman*

[Linda Oosterman \(Jan 31, 2022 13:02 PST\)](#)

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Linda Oosterman, Commissioner and Secretary









# Minutes 01112022

Final Audit Report

2022-01-31

Created:	2022-01-26
By:	Julie Parker (julieparker@thurstonpud.org)
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Transaction ID:	CBJCHBCAABAAPGdtWZXXGmSYe91yeREXtLPsZo-1kqeJ

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-  Document emailed to Russell E Olsen (rolsen@thurstonpud.org) for signature  
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