

**MINUTES OF THE REGULAR MEETING OF JANUARY 12, 2021  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for January 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on January 12, 2021, commencing at 5:03 p.m. Commissioners Russell E. Olsen, Linda Oosterman and Chris Stearns were present for the teleconference meeting hosted via Zoom. The following District employees 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)
- Kurin Miller, Clerk to the Board

**Call to Order:**

Commissioner Olsen called the regular meeting to order at 5:03 p.m. The Pledge of Allegiance was recited.

**Approval of Agenda:**

**Commissioner Oosterman made a motion to amend the agenda as presented (to include an Emergency Waiver Declaration to the Consent Calendar): Commissioner Olsen seconded the motion; the motion passed with all in favor. Commissioner Oosterman made a motion to approve the amended agenda: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: December 15, 2020, December 22, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: December 23, 2020, December 30, 2020, January 6, 2021
- 2) Payroll: January 5, 2021

Other: Emergency Waiver Declaration, January 12, 2021 – 1230 Ruddell Road SE Building Leak

**Approval of Consent Calendar:**

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

**Public Comment:** None

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

**Recurring Discussion – COVID-19 Updates**

ASM Clemens reported on vaccination information, including the proposed phases and distribution schedule, and personal protective equipment (PPE). Commissioner Oosterman asked about vaccination

priority phases and spoke more about this subject. ASM Clemens addressed the Commissioner's question.

**Recurring Discussion – Telecommunications**

Commissioner Olsen presented an outline he created regarding broadband and telecommunications services in Thurston County. Commissioners Oosterman spoke on this topic and her experience with this topic. Commissioner Stearns asked several questions regarding technical features, wholesale versus retail rollout, security, and how other public utility districts implement telecommunications services. The Board spoke at length about this topic. GM Weidenfeller spoke about a multi-year approach to broadband services.

**Discussion – Agenda for Strategic Planning Session, January 19, 2021**

GM Weidenfeller presented the proposed agenda for the Strategic Planning Session, scheduled for January 19, 2021. Commissioner Olsen will need to excuse himself at 1:00 p.m. due to a scheduling conflict. Commissioner Oosterman reviewed the agenda and made a suggestion regarding two items listed; these items will be removed from the proposed agenda. The Board discussed the agenda at length.

**1<sup>st</sup> Reading – Resolution 21-01, Unmetered Rate for Condominium and Multi-Family Customers**

AGM Parker presented Resolution 21-01 which would establish an unmetered rate for condominium and multi-family customers. Commissioner Stearns asked about usage for customers for which the unmetered rate would apply; he also asked about conservation for the customers under the unmetered rate. AGM Parker addressed the Commissioner's questions.

**1<sup>st</sup> Reading – Resolution 21-02, Water System Plan (WSP) Approval – Hawley Hills Water System**

DPC Gubbe presented Resolution 21-02 which would establish a final Water System Plan (WSP) for the consolidated Hawley Hills water system. A Public Meeting is scheduled on January 25, 2021 regarding the WSP.

**Action/Approval Item(s): None**

**Commissioner Signatures/Break:**

There were no physical documents to sign.

**Presentations:**

GM Weidenfeller was approached by a water system with over 60 connections; the GM spoke briefly about this potential acquisition. GM Weidenfeller and AGM Parker also spoke about a recent bond rating presentation. The GM also spoke about integration of the Pattison water system in the next few months.

DPC Gubbe reported on a boil water advisory for the Talcott Ridge water system and the information surrounding testing and treatment at this system. DFO Campbell reported on a recent water main break at the Tanglewilde-Thompson Place water system. The Commissioners discussed this issue in depth with the DFO.

ASM Clemens reported on results from a vaccination survey sent to employees. Commissioner Stearns asked about the new financial dashboard; FCSM Tartt addressed this question. Commissioner Stearns also asked about orientation for the new employee expected at the end of February; GM Weidenfeller addressed the Commissioner's question.

**Commissioner Topics, Discussions and Reports:**

Commissioner Stearns attended the most recent TRPC meeting; several topics were discussed, like regional airports and transportation.

Commissioner Oosterman and Commissioner Olsen had no additional information to report.

Commissioner Olsen announced a break at 6:42 p.m. The regular meeting resumed at 6:46 p.m.

**At 6:47 p.m., Commissioner Olsen 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, in accordance with the provisions of RCW 42.30.110 (1)(b), for five minutes until 6:52 p.m. At 6:52 p.m., it was announced that the Executive Session would be extended for three minutes until 6:55 p.m. At 6:55 p.m., the Executive Session was closed. No decisions were made during the 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 6:56 p.m.**

**Assignments:**

- 1) Remove the last two items listed on the proposed agenda for the January 19, 2021 Strategic Planning Session: #5 General Manager and Staff Reports and #6 Commissioner Reports.
- 2) Follow up with Commissioner Oosterman regarding the Outlook program and sorting emails.

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Russell E. Olsen, Commissioner and President

Attest:

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Linda Oosterman, Commissioner and Secretary