

**MINUTES OF THE REGULAR MEETING OF JANUARY 14, 2020  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for January 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, January 14, 2020, at District's administrative office located at 1230 Ruddell Road SE, Lacey, Washington 98503, commencing at 5:00 p.m. Commissioners Russell E. Olsen, Linda Oosterman, and Chris Stearns were present for the meeting. The following District employees were also present:

- 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)
- Ruth Clemens, Administrative Services Manager (ASM)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- 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 Stearns made a motion to approve the agenda as amended; Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: December 30, 2019

Prequalification of Contractors: Zeigler's Welding, Inc.

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: January 3, 2020, January 9, 2020
- 2) Payroll: January 6, 2020

Other:

- 1) Signed Purchase and Sale Agreement – 6800 Meridian Road SE
- 2) Commissioner Organizational Assignments
- 3) Signed Contracts – Bethel Green Acres and Butler Cove Consolidation Grants

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

**Public Comments (Water System Plan Updates for the Prairie Ridge, Cedar Ridge Estates, and Forest Glen Water Systems):** Commissioner Olsen opened up the public comments session on the water system plans. DPC Gubbe gave a brief overview of the updates to the Prairie Ridge Water System Plan. Commissioner Stearns asked about new connections for the system; he also inquired about the school at the Prairie Ridge water system. DPC Gubbe and GM Weidenfeller responded to the Commissioner's questions. There was one member of the public present,

however he declined to speak There were no comments on the Cedar Ridge Estates or Forest Glen water system plans. Commissioner Olsen closed the public comments session.

**Public Comments:** None

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

**Discussion – WPUDA Meetings and Legislative Reception, January 15<sup>th</sup> to January 17<sup>th</sup>**

GM Weidenfeller reminded the Board of the WPUDA Association Meetings as well as the Legislative Reception scheduled this week. Commissioner Stearns asked about attending the Water Roundtable; Commissioner Oosterman will be attending this event.

**Discussion – PUD Commissioner Workshop, January 17<sup>th</sup> at 4:30 p.m.**

GM Weidenfeller reminded the Board of the Commissioner Workshop scheduled this week.

**Resolution 20-01, Prairie Ridge Water System Plan**

DPC Gubbe reiterated the updates to the Prairie Ridge Water System Plan. Commissioner Olsen asked about any correspondence received from the public regarding the changes; no comments or inquiries from the public were received.

**Resolution 20-02, Cedar Ridge Estates Water System Plan**

DPC Gubbe gave an overview of the updates to the Cedar Ridge Estates Water System Plan. GM Weidenfeller and DPC Gubbe answered several questions posed by the Board.

**Resolution 20-03, Forest Glen Water System Plan**

DPC Gubbe gave an overview of the updates to the Forest Glen Water System Plan. DPC Gubbe answered several questions posed by the Board.

**Discussion – Consolidation Project Overview and Timeline**

GM Weidenfeller explained that the District received a grant to consolidate four PUD-owned water systems in Thurston County. DPC Gubbe, DFO Campbell and ASM Clemens gave a presentation on this subject. Commissioners posed several questions throughout the presentation, and this topic was discussed at length by Commissioners and staff.

**Discussion – Dashboard Opportunity Overview**

FCSM Tartt gave an overview of a financial dashboard program proposed for 2020, including costs and capabilities. Commissioners and staff discussed this topic at length. The Board was in favor of moving this item forward for further consideration.

**Discussion – Supreme Court Decision, King County Right of Way Charges**

Commissioner Stearns reported on a recent ruling of a Supreme Court lawsuit regarding taxation and franchise agreements in King County. The ruling may affect the District in the future. Commissioners and staff discussed this issue; this topic may be revisited in the future.

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

**Set Date for 2020 Commissioner Strategic Planning Session**

GM Weidenfeller asked the Board to set a date for the 2020 Commissioner Strategic Planning Session. The Board decided on Friday, May 8, 2020.

**Governance Policy Updates**

**Commissioner Oosterman made a motion to table the Governance Policy Updates Action Item until the April 28, 2020 Commission meeting; Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Commissioner Signatures/Break:** Commissioner Olsen announced a break to sign documents at 5:53 p.m. The regular meeting resumed at 6:04 p.m.

**Presentations:**

GM Weidenfeller was asked to present at the APWA-WA (American Public Works Association Washington State Chapter) Spring Conference on April 14<sup>th</sup> through 15<sup>th</sup>; he will be presenting on how to acquire privately-owned utilities within a service area. He also reported on Lakewood Water District, contaminants, the Toxics Cleanup Program, and Thurston County's consideration of the District's request to consider utility setbacks; Commissioners discussed these topics at length.

There were no other staff reports/presentations.

**Commissioner Topics, Discussions and Reports:**

Commissioner Stearns reported on the Utilities and Transportation Commission (UTC) and rate increases as well as public comments in regard to rate increases. The Commissioner also reported on the most recent Thurston Regional Planning Council (TRPC) meeting.

Commissioner Oosterman had nothing to report. However, she spoke about an article she found regarding H.R.535 – PFAS Action Act.

Commissioner Olsen reported on his participation with GM Weidenfeller and FCSM Tartt on a demonstration of the proposed financial dashboard tool. He also reported that the Legislative Session has started; his agency has several bills currently in play, so his schedule is very busy in the upcoming weeks.

Commissioner Olsen announced a break at 6:25 p.m. The regular meeting resumed at 6:28 p.m.

**At 6:28 p.m., Commissioner Olsen announced that the Board would enter into an Executive Session as authorized by RCW 42.30.110(1)(i), to discuss with legal counsel representing the agency litigation or potential litigation, until 6:43 p.m. At 6:43 p.m., it was announced that the Executive Session would be extended until 6:50 p.m. At 6:50 p.m., the Executive Session was closed and the regular meeting resumed.**

**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 6:50 p.m.**

**Assignments:**

- 1) For the Consolidation Project: 1) Schedule meeting at the Lacey Community Center on February 20, 2020, and 2) send letters to customers.
- 2) For the Commissioner Strategic Planning Workshop on May 8, 2020: 1) Schedule WPUDA Executive Conference Room, and 2) advertise for this special meeting.
- 3) Bring forward dashboard contract resolution (Consent Calendar). Research the possibility of increasing “power users” to three employees for the proposed financial dashboard program.
- 4) Add Governance Policy to the Action Items section of the April 28, 2020 Commission meeting. Add Governance Policy to the agenda for the May 8, 2020 Strategic Planning Workshop.
- 5) For the Boots and Saddles water system – check on road easements, and follow up with customer.
- 6) For the irrigation well issue – develop contract with customer for irrigation only service plus a system connection for domestic service.
- 7) Bring updated information to the special meeting with the Thurston County Commissioners on March 11, 2020 regarding the amount of systems and customers that the District owns/serves within Thurston County, per a request by Commissioner Stearns.

  
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Russell E. Olsen, Commissioner and President

Attest:  
  
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Chris Stearns, Commissioner and Secretary