

**MINUTES OF THE REGULAR MEETING OF JANUARY 26, 2021**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The second regular meeting for January 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on January 26, 2021, commencing at 5:00 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 5:00 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: January 12, 2021

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

1) Accounts Payables: January 13, 2021, January 20, 2021

2) Payroll: January 20, 2021

Other: None

**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:**

**Recurring Discussion – COVID-19 Updates**

There were no updates to the report provided by ASM Clemens. Commissioner Olsen asked about vaccination distribution points in Thurston County; ASM answered the Commissioner's question, and she spoke further about vaccinations. Commissioners Oosterman and Stearns spoke about this matter as well.

**Recurring Discussion – Telecommunications**

Commissioner Olsen recently met with GM Weidenfeller to clarify a few points on telecommunications. ASM Clemens presented a preliminary draft of the Strategic Planning Summary based on the discussion held at the Strategic Planning Session on January 12, 2021. However, the Board asked for a broader mission statement from ASM Clemens; the Board agreed to postpone this discussion item until later in the meeting.

**Report – PUD Employee Healthcare Premium**

AGM Parker presented the memo created by ASM Clemens regarding the annual update of healthcare premium costs which are increasing slightly for 2021 based on actual costs from 2020.

**Report – PUD Overtime Report**

FCSM Tarrt reviewed the data presented in the overtime report in the agenda packet. GM Weidenfeller spoke about the District's position on overtime and how it is used. Each Commissioner spoke about this topic.

**1st Reading – Resolution 21-03, 2021 Water Rates for Pattison Water System Customers**

AGM Parker presented Resolution 21-03 and spoke about the proposed rates for the new Pattison water system customers, designed to minimize impact on these customers. Commissioner Stearns commented on the purpose behind the District's tiered rates; GM Weidenfeller addressed the Commissioner's comments.

**Recurring Discussion – Telecommunications (Continued)**

ASM Clemens again presented a preliminary draft of the Strategic Planning Summary on telecommunications. The ASM facilitated a discussion with the Board to determine a goal and action steps for telecommunications plans; this topic was discussed by the Board and staff at length. Staff will bring a resolution forward for review at the first regular Commission Meeting in February.

Commissioner Olsen announced a break from 6:35 p.m. to 6:45 p.m. The regular meeting resumed at 6:45 p.m.

**Strategic Plan Performance Measures Report – 4th Quarter 2020 Update**

AGM Parker presented the 4th Quarter 2020 update to the Strategic Plan Performance Measures Report. The Board and staff discussed the information presented in this report in greater detail.

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

**Schedule Public Hearing for Pattison Water System Rates**

Commissioners Olsen and Stearns asked about customer contact during the Public Hearing. GM Weidenfeller addressed the Commissioners' questions. **Commissioner Stearns made a motion to schedule a Public Hearing on Tuesday, February 16, 2021 at 5:00 p.m.: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Resolution 21-01, Unmetered Rate for Condominium and Multi-Family Customers**

AGM Parker presented Resolution 21-01 which would reduce the unmetered rate for condominium and multi-family customers. **Commissioner Oosterman made a motion to approve Resolution 21-01: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Resolution 21-02, Water System Plan (WSP) Approval for Hawley Hills Water System**

DPC Gubbe presented Resolution 21-02 which would approve the Water System Plan (WSP) for the consolidated Hawley Hills water system. The DPC also updated the Board on approval of the final Water System Plan (WSP) by the Department of Health (DOH) as well as the Public Meeting held on January 25, 2021 regarding this matter. **Commissioner Stearns made a motion to approve Resolution 21-02: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

**Commissioner Signatures/Break:**

There were no physical documents to sign.

**Presentations:**

GM Weidenfeller reported that he's been working with the Washington Water Utilities Council (WWUC) on Department of Ecology Policy 1050 which covers extension of water right permits timelines; the GM will meet about Policy 1050 on January 27. Commissioner Stearns asked about water rights, however GM Weidenfeller explained that his question was better addressed during the Executive Session.

DPC Gubbe reported that corrosion control treatment is no longer required for the Ridgewood water system. FCSM Tarrt presented a brief overview of the quarterly finance report included in the agenda packet. Commissioner Stearns asked about the budget allotment for Commissioner meetings, and the FCSM addressed the Commissioner's question.

**Commissioner Topics, Discussions and Reports:**

Commissioner Olsen had no additional information to report.

Commissioner Oosterman will attend upcoming Emergency Management and Local Emergency Planning Committee (LEPC) meeting.

Commissioner Stearns was on a lobby call on the 21st to follow statewide water issues. The Commissioner also recently attended the Chehalis Basin Partnership meeting; he recounted the information discussed at that meeting.

**At 7:23 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), and to review the performance of a public employee, in accordance with the provisions of RCW 42.30.110 (1)(g), for 15 minutes until 7:38 p.m. At 7:38 p.m., the Executive Session was closed, and the regular meeting resumed. 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 7:38 p.m.**

**Assignments:**

- 1) The Clerk to the Board will contact each Commissioner individually regarding the impact of the healthcare premium update to Commissioner paystubs.
- 2) Schedule the first reading of the Telecommunications Strategic Planning Summary Resolution at the first regular Commission Meeting on February 9, 2021.
- 3) Create a script for the Board and staff for the Public Hearing on February 16, 2021.

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Russell E. Olsen, Commissioner and President

Attest:

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Linda Oosterman, Commissioner and Secretary