

**MINUTES OF THE REGULAR MEETING OF FEBRUARY 25, 2020
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The second regular meeting for February 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, February 25, 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 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: February 11, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: February 14, 2020, February 20, 2020
- 2) Payroll: February 20, 2020

Other:

- 1) Resolution 20-10, Engineering Contract – Thurston County Consolidation Project

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 Comments: None

Information or Discussion of Operations/Policy Issues:

1st Reading – Resolution 20-11, Well Drilling Contract – Knowles Road

DPC Gubbe briefly presented Resolution 20-11 which covers drilling two additional wells at the Knowles Road water system. Commissioners and staff discussed this matter in greater detail.

1st Reading – Resolution 20-12, Well Drilling Contract – Loma Vista

DPC Gubbe briefly presented Resolution 20-12 which covers drilling a replacement well at the Loma Vista water system. Commissioners and staff discussed this matter in greater detail.

Discussion – Meeting with Thurston County Commissioners on March 11, 2020

GM Weidenfeller reminded the Board of their meeting with the Thurston County Commissioners on March 11, 2020. He also outlined the changes made to the proposed agenda for that meeting. Commissioner Olsen will no longer be able to attend this meeting. Commissioner Oosterman expressed her concerns with the agenda. Commissioners and GM Weidenfeller discussed this matter in greater detail; the Board asked GM Weidenfeller to look into rescheduling this meeting with the Thurston County Commissioners to facilitate full participation by the Board.

Action /Approval Item(s):

Resolution 20-06, Emergency Management – Generator Policy

GM Weidenfeller reviewed Resolution 20-06. Commissioner Stearns asked staff about security issues related to generators. **Commissioner Stearns made a motion to approve Resolution 20-06 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 20-07, Precautionary Chlorination Policy

GM Weidenfeller reviewed Resolution 20-07. Commissioner Olsen received an e-mail from a District employee regarding alternative treatment methods to chlorination; the Commissioner read the e-mail he received for the record. Commissioners and staff discussed this matter in greater detail. **Commissioner Stearns made a motion to approve Resolution 20-07 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 20-08, Policy and Procedure Updates

ASM Clemens reviewed Resolution 20-08, including the changes requested at the last Commission meeting. Commissioner Stearns made a comment about a fraternization issue experienced by another PUD. **Commissioner Stearns made a motion to approve Resolution 20-08 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 20-09, Thurston Green Business

GM Weidenfeller reviewed Resolution 20-09. The Board expressed their concerns with the resolution. **Commissioner Olsen made a motion to table Resolution 20-09: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break: Commissioner Olsen announced a break to sign documents at 5:37 p.m. The regular meeting resumed at 5:50 p.m.

Presentations:

GM Weidenfeller submitted a written report. He also reported that ASM Clemens accepted additional duties of emergency management, disaster planning and preparedness, and security. The GM spoke about several legislation-related matters and the Commissioners also discussed legislation. GM Weidenfeller also updated the Board on upcoming leave he will be taking.

ASM Clemens submitted a written report. She also reported that Commissioner Stearns is featured in the March newsletter. She reported on positive feedback from the Consolidation Project meeting last week as well as survey results from that meeting. The District has implemented improvements in the safety program – the Safety Committee is meeting on Thursday. Commissioner Oosterman asked about a quarantine program for the District as part of emergency management. Commissioners and staff discussed this in greater detail. Later in the meeting, ASM Clemens asked for permission to invite the recent URAC applicant, a Loma Vista water system customer, to an upcoming Commission meeting.

Commissioner Topics, Discussions and Reports:

Commissioner Olsen spoke about a request he received via e-mail from a Port of Olympia Commissioner regarding micro-grids and the District. The Board discussed this matter in greater detail. The Commissioner also received an e-mail from a constituent regarding Comcast's service. **Commissioner Stearns made a motion to excuse Commissioner Olsen from the March 10, 2020 Commission meeting; Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Commissioner Stearns noted that Clark PUD received an award for their customer service. He reported that he was approached by a McCleary City Councilor. He also reported that he has agreed to serve as the Chair of the WPUDA Water Committee if elected; Commissioners and staff discussed this matter in greater detail.

Commissioner Oosterman expressed her thankfulness for attending the Commission meeting, as she's experienced some recent health issues.

Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting was adjourned at 6:29 p.m.

Assignments:

- 1) Cancel the advertisement for the Special Meeting with the Thurston County Commissioners on March 11, 2020 and coordinate a new meeting date
- 2) Change "Next Steps" to "Other Items" on the Special Meeting agenda for the meeting with the Thurston County Board of County Commissioners.
- 3) Research information related to a quarantine program for the District. Also, research options related to a declared pandemic.

- 4) Invite the URAC applicant to attend the Commission meeting on March 24, 2020. Ask the applicant to provide a resumé if available.

Russell E. Olsen, Commissioner and President

Attest:

Chris Stearns, Commissioner and Secretary