

MINUTES OF THE REGULAR MEETING OF FEBRUARY 23, 2021
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for February 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on February 23, 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: February 9, 2021

Prequalification of Contractors:

- 1) Small Works – Sound Earthworks, Inc.
- 2) Small Works – Active Construction, Inc.
- 3) Small Works – Asplundh Tree Expert LLC

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: February 10, 2021, February 17, 2021
- 2) Payroll: February 19, 2021

Other: Resolution 21-06, Water System Plan Amendment for Glacier Vista (665) 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:

There was a member of the public present, but this individual declined to participate in the public comment process.

Information or Discussion of Operations/Policy Issues:

Discussion – Public Hearing Comments on Pattison Water System Rates

GM Weidenfeller presented a summary of comments received during the Public Hearing on February 16, 2021 for the Pattison water system rates. GM Weidenfeller offered to review the comments with the Board to which they declined citing that they were in attendance at the hearing and understand the feedback provided. Commissioner Oosterman provided communication feedback to District staff about Pattison customers paying on debt service to purchase the Pattison water system. Commissioner Stearns also suggested messaging that states that water systems increase in value due to water rates; the Commissioner also spoke about private owners selling water systems. Commissioner Olsen reaffirmed his commitment to review expenses and costs on an annual basis to create the budget and rates.

Recurring Discussion – COVID-19 Updates

ASM Clemens spoke about a new COVID-19 variant detected in Washington state and the current vaccination phase. Commissioner Oosterman spoke about the new variant detected in Thurston County. Commissioner Olsen asked about a vaccination plan for the District’s workers. ASM Clemens addressed the Commissioner’s questions.

Recurring Discussion – Telecommunications

ASM Clemens reported on a meeting she attended with liaisons from the Department of Commerce and the Thurston Economic Development Council (EDC). She also reported on a few upcoming meetings with different PUDs, her work going forward, and the research needed for next steps of the project. Commissioner Stearns commented on the possibility of the Port of Olympia to be involved in this project. ASM Clemens spoke about the Commissioner’s comment.

First Reading – Resolution 21-07, 1st Amended 2021 Operating Budget

AGM Parker presented Resolution 21-07 which would revise the 2021 Operating Budget. Revisions include changes to the property tax levy revenue based on actual amounts, an addition of the new expense item related to a broadband and telecommunications needs assessment, water revenue and expenses related to the acquisition of the Pattison water system, and an increased chemical expense for the Meadows water system. Commissioner Stearns asked the AGM to elaborate on the monies used for a new line of business; AGM Parker confirmed that Commissioner activities and the exploration of new lines of business are funded by the General Fund and property tax assessments, not water rates.

First Reading – Resolution 21-08, 1st Amended 2021 Capital Budget

AGM Parker presented Resolution 21-08 which would revise the 2021 Capital Budget. Revisions include the addition of the Sward & Platt consolidation project, Knowles Road and Loma Vista water systems well drilling and integration, a new treatment system at Webster Hill, the Tanglewilde-Thompson Place Water System Plan (WSP), and other amendments.

Action/Approval Item(s):

Resolution 21-03, 2021 Water Rates for Pattison Water System Customers

GM Weidenfeller presented Resolution 21-03 which would adopt rates for the Pattison water system customers effective March 1, 2021. Commissioner Stearns asked about unbuildable lots and rates for these properties; GM Weidenfeller addressed the Commissioner’s question. Commissioner Olsen spoke about his comments earlier in the meeting and setting water rates and structure. **Commissioner Stearns**

made a motion to approve Resolution 21-03: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Resolution 21-05, Strategic Plan Update

GM Weidenfeller presented Resolution 21-05 which would amend the District's Strategic Plan with recommended changes. **Commissioner Oosterman made a motion to approve Resolution 21-05: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break:

There were no physical documents to sign. Commissioner Olsen asked about electronic signature options going forward; AGM Parker addressed the Commissioner's question.

Presentations:

GM Weidenfeller reported on the water system owned by the Driftwood Valley Association which has contacted the District regarding acquisition. Commissioner Olsen asked about the issues faced by the recent winter storms in Texas and how the District is prepared to prevent an emergency of that magnitude; DFO Campbell addressed the Commissioner's question, and the Board spoke more in depth about this issue and emergency management.

AGM Parker mentioned a reminder about timesheets and per diem information to the Commissioners. FCSM Tartt presented a summary of the financial report.

Commissioner Topics, Discussions and Reports:

Commissioner Olsen asked for staff to reach out to Pattison water system customers for the Utility Rate Advisory Committee (URAC) since there are two open seats available for that group. He spoke about a couple of bills during this Legislative Session that affect the ability of municipal and local governments to place a lien on properties. Commissioner Stearns gave background information on this subject.

Commissioner Oosterman recently attended WPUDA meetings. She also addressed emergency situations that cause power and water outages. She will speak to the Emergency Management group and determine if a work session is needed to address this topic. The Commissioner also spoke about COVID-19 vaccinations.

Commissioner Stearns recently attended the WPUDA meetings, and he about the information presented at those meetings, specifically the new Commissioner orientation and the Water Committee meeting. The Commissioner has been calling legislators to let them know that the District supports broadband access to rural areas.

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 5:50 p.m.

Assignments:

- 1) Ensure that those individuals who spoke at either the Public Meeting or Public Hearing received follow up from staff regarding their questions or concerns.
- 2) Follow up with Commissioners Olsen and Oosterman regarding signing the resolutions adopted during the February 26, 2021 regular Commission meeting.

- 3) Set up a time each month to update Commissioner Oosterman's computer at the administrative office.
- 4) Reach out to Pattison water system customers regarding the Utility Rate Advisory Committee (URAC).
- 5) Research the Legislative Session bills that affect lien authority for local and municipal governments.

Russell E. Olsen, Commissioner and President

Attest:

Linda Oosterman, Commissioner and Secretary