

**MINUTES OF THE REGULAR MEETING OF MARCH 10, 2020
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for March 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, March 10, 2020 at District's administrative office located at 1230 Ruddell Road SE, Lacey, Washington 98503, commencing at 5:05 p.m. Commissioner Russell E. Olsen was present for the meeting; Commissioners Linda Oosterman and Chris Stearns were present via teleconference. The following District employees were also present:

- John Weidenfeller, General Manager (GM)
- Kim Gubbe, Director of Planning and Compliance (DPC)
- Jim Campbell, Director of Field Operations (DFO)
- 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 5:05 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 25, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: February 27, 2020, March 5, 2020
- 2) Payroll: March 5, 2020

Other:

- 1) WPUDA Meetings – March 18th to March 20th in Olympia

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: None

Information or Discussion of Operations/Policy Issues:

1st Reading – Resolution 20-14, Policies and Procedures

GM Weidenfeller briefly introduced Resolution 20-14 which presents changes to the Employee Performance Evaluations and the On-Call policies.

Discussion – Commissioner Process to Consider URAC Applicant Sonja Ping

GM Weidenfeller asked the Board for suggestions on the process to consider URAC applicant Sonja Ping. Commissioner Olsen would like to have the applicant attend the next Commission meeting and have the Board vote at that meeting; the other Commissioners approved this process.

Discussion – District Response to Coronavirus, COVID-19 Preparation

GM Weidenfeller presented on the District's response to the COVID-19 situation as well as the District's preparation for the near future regarding this matter. Commissioner Olsen asked about employee/management telecommuting; staff is researching alternate methods for teleconferencing for public meetings.

Action /Approval Item(s):

Resolution 20-14, Temporary Employment Policies in Response to Coronavirus

GM Weidenfeller briefly presented Resolution 20-14 which was created with the help of the District's legal Counsel. Commissioner Oosterman asked about the term, "nonessential employees;" the Board and staff discussed this matter in greater detail. **Commissioner Stearns made a motion to approve Resolution 20-14 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break: Commissioner Olsen announced a break to sign documents at 5:20 p.m. The Regular meeting resumed at 5:25 p.m.

Presentations:

GM Weidenfeller submitted a written report. He addressed the closing legislative session, the recent Consolidation Project meeting, the recent URAC meeting, upcoming URAC meetings, and a professional conference he will be attending in the near future.

DPC Gubbe submitted a written report. She spoke about the DWSRF loan for the Platt/Sward water systems consolidation; the District received a large grant to complete this project.

Commissioner Topics, Discussions and Reports:

Earlier in the meeting, Commissioner Olsen spoke to the other Commissioners about the URAC group. The Commissioner relayed that both bills presented by his agency were passed unanimously by the House. He also reported on the effect of the coronavirus pandemic on his travel plans as well as the economy and society.

Earlier in the meeting, Commissioner Stearns spoke about a bill submitted by a Representative Walsh that would affect several PUDs. The Commissioner also addressed the coronavirus pandemic. He reported on his work with the Thurston Regional Planning Council (TRPC).

Commissioner Oosterman has been reading the information being dispersed by the Emergency Management group. She also addressed the coronavirus pandemic. She reported that the upcoming WPUA meetings have been cancelled.

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 5:42 p.m.

Assignments:

- 1) Troubleshoot the conference feature on the Konftel speaker system.
- 2) Staff will report on alternative methods for teleconferencing for various meetings, including Commission meetings.
- 3) Follow up with the Board about upcoming URAC meetings/outings – if two or more Commissioners attend a particular meeting, advertise as a special meeting.
- 4) Follow up with WPUA regarding the March Association meetings and the Water Committee meeting. If these meetings have been cancelled, notify the Board.

Russell E. Olsen, Commissioner and President

Attest:

Chris Stearns, Commissioner and Secretary