

MINUTES OF THE REGULAR COMMISSION MEETING OF MAY 24, 2022
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular Commission meeting for May 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on May 24, 2022 and commenced at 5:00 p.m. Commissioners Russell E. Olsen, Linda Oosterman, and Chris Stearns were present for the hybrid meeting hosted via Zoom video conferencing and in-person at District Headquarters, located at 1230 Ruddell Road SE, Lacey, Washington 98503. The following personnel 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 Stearns made a motion to approve the agenda as presented; Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: May 10, 2022

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: May 11, 2022, May 18, 2022
- 2) Payroll: May 20, 2022

Other:

- 1) Resolution 22-17, Roof Replacement Contract – District Headquarters
- 2) Resolution 22-18, Landscaping Services Contract
- 3) Approval for Staff Training in Las Vegas, NV – September 14-16, 2022

Approval of Consent Calendar:

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 Comment: None

Information or Discussion of Operations/Policy Issues:

Strategic Planning Session

Commissioner Oosterman spoke about her work on the Strategic Plan and her review of other organizations' strategic plans. She asked that the document be updated. Commissioner Stearns also spoke about his work on the Strategic Plan; the changes proposed by GM Weidenfeller were items that the Commissioner and the GM worked on together. Commissioner Stearns spoke about the development of the Strategic Plan, and he also asked that Strategic Plan be updated to reflect a more presentable document.

GM Weidenfeller presented the proposed changes to the Strategic Plan, and the Board discussed updates to the plan at length with GM Weidenfeller. The Board agreed to update the Strategic Plan with the current proposed changes, and District staff will work on further developing the Strategic Plan to present in six months.

GM Weidenfeller presented a proposal to the Board regarding laying telecommunication conduit in water mains by the District. The GM recommended that the District no longer lay conduit in water mains due rising costs of conduit and because the District will not be entering the telecommunications/broadband line of business. The Board agreed that the District should no longer lay conduit in water mains.

Action/Approval Items: None

Commissioner Signatures/Break: None

Presentations:

District staff submitted written reports, but there was no additional information to report to the Board. Commissioner Stearns asked about PFAS detections for specific water systems. DPC Gubbe and GM Weidenfeller addressed the Commissioner's questions. Commissioner Olsen and Commissioner Stearns also discussed this topic at length with District staff. Commissioner Stearns also spoke about the next Utility Rate Advisory Committee (URAC) meeting.

Commissioner Topics, Discussions and Reports: None

Executive Session: None

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 6:00 p.m.

Assignments:

- 1) Research the appropriate spacing between the U.S. and state flags.
- 2) Assign ASM Clemens to update the Strategic Plan. Schedule a follow up discussion within the next year.
- 3) Create a resolution to adopt guidelines on diversity, equity, and inclusion. Follow up with Commissioner Olsen to obtain the guidelines that can assist in the development of District guidelines.
- 4) Finalize the proposed changes to the Strategic Plan and add the document to the consent calendar for the next regular Commission meeting scheduled on June 14, 2022.

- 5) Send an invitation to the Board for the next Utility Rate Advisory Committee (URAC) meeting. Advertise accordingly.

Russell E Olsen

[Russell E Olsen \(Jun 23, 2022 08:29 PDT\)](#)

Russell E. Olsen, Commissioner and President

Attest:

Christopher Stearns

[Christopher Stearns \(Jun 24, 2022 12:06 PDT\)](#)

Christopher Stearns, Commissioner and Acting Secretary










Minutes 05242022

Final Audit Report

2022-06-24

Created:	2022-06-15
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAF6cpVEMouaBSHeXFYCMdi1K82IDKIdGH

"Minutes 05242022" History

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2022-06-15 - 4:49:45 PM GMT- IP address: 73.225.183.247
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2022-06-23 - 3:25:35 PM GMT- IP address: 174.215.112.187
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2022-06-24 - 7:06:06 PM GMT- IP address: 67.168.186.157
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2022-06-24 - 7:06:37 PM GMT