

**MINUTES OF THE SPECIAL MEETING OF MAY 25, 2021  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The second special meeting for May 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, May 25, 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 and individuals were also present for the meeting.

- John Weidenfeller, General Manager (GM)
- Julie Parker, Assistant General Manager (AGM)
- Kim Gubbe, Director of Planning & Compliance (DPC)
- Jim Campbell, Director of Field Operations (DFO)
- TaSeana Tartt, Finance & Customer Service Manager (FCSM)
- Ruth Clemens, Administrative Services Manager (ASM)

**Call to Order:** Commissioner Olsen called the special meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

**Approval of the Agenda:** Commissioner Stearns made a motion to approve the agenda as presented; Commissioner Oosterman seconded the motion; the motion passed with all in favor.

**Information or Discussion of Operations/Policy Issues:**

**Discussion – COVID-19 Updates**

ASM Clemens spoke about vaccinations for adolescents aged 12 through 15 and the pending authorization to use the Moderna vaccine for this age group. ASM Clemens also informed the Commissioners of major changes to the State Labor and Industries indoor workplace rules. These changes will impact the Senior Leadership's reopening strategy. Commissioner Olsen elaborated on the State's effort to reopen.

**Discussion – Telecommunications**

ASM Clemens reported on her work with several school districts as part of the Telecommunications Project. Commissioner Stearns inquired if there were any rural school districts that did not want to participate. ASM Clemens addressed his question.

**Discussion – 2022 Budget Priorities**

AGM Parker is currently developing the budget and asked the Board if there were any budget priorities to consider for next year. Commissioner Oosterman asked if the 2022 budget would include building maintenance or improvements to ensure a safe return to the office for employees and the public. AGM Parker addressed the Commissioner's question. Commissioner Stearns requested that the budget continue to investigate solar projects that would ensure sustainability of our carbon footprint. Commissioner Olsen requested that there was funding available to take advantage of security options through the advancement of technology.

**Action/Approval Items:**

**Resolution 21-12, Professional Services Agreement with Hotsko & the Son**

GM Weidenfeller briefly covered Resolution 21-12 which would authorize the District to enter into a Professional Services Agreement with Hotsko & the Son for grounds maintenance and landscaping services. The Board discussed this resolution briefly. **Commissioner Oosterman made a motion to adopt Resolution 21-12 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Motion – Acceptance of COVID-19 Utility Relief Assistance Program Grant**

GM Weidenfeller reported that the District was awarded funding under the Department of Commerce Coronavirus Emergency Supplemental Fund to provide financial assistance to customers with past due balances that have been impacted by COVID-19. To accept the funding, the District must document acceptance by the Board in a public meeting. Commissioner Stearns asked about the amount of money that is in arrears, and how much of that will be covered by the amount granted from the program. FCSM Tartt addressed the Commissioner's question. **Commissioner Oosterman made a motion to authorize the District accept the Department of Commerce Coronavirus Emergency Supplemental Fund (CESF) Grant: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Presentations:**

GM Weidenfeller reported that the District is moving forward to acquire the Glen Alder and Country Club Estates water systems by August 1. He also reported working on a developer agreement for the new planned development on the Pattison water system. GM Weidenfeller reported on the meeting with the Driftwood water system Homeowners Association.

He reported that in June, the State Board of Health will be reviewing proposed standards for PFAS/PFOA in June and probably adopting the new standards in the fall. The GM also provided an update on upcoming deadlines for water permits.

The GM also reported on staff's upcoming meeting with the newest member of the District's Utility Rate Advisory Committee, Mike Beehler and stated that a Water 101 presentation will be provided to Mr. Beehler on June 11.

On June 4, the District will host the Thurston County Water Purveyor's meeting.

John met with County Manager, the Port Executive Director and the County Assistant Manager to discuss redistricting. He proposed that the County Manager consider bringing the County Commissioners, the PUD Commissioners and the Port Commissioners together to discuss this topic of mutual concern. Commissioner Olsen proposed the GM create and develop a streamlined approach to facilitating a discussion. Commissioner Oosterman concurred, expressed support of his idea and recommended PUD Commissioners work as one body.

AGM Parker has requested to bring forth a resolution at the next meeting declaring June 19<sup>th</sup> as an official state holiday. The recognition of this holiday does not result in a paid day off, but instead the District will recognize the day as a remembrance and reflection of an important time in U.S. History. The District is proposing the authorization of staff gatherings to recognize the holiday. Commissioner Olsen supports the idea and appreciates the management team's efforts. Commissioner Oosterman expressed

her appreciation staff's approach and effort. The Board supports AGM Parker moving forward with submitting a resolution for review.

DPC Gubbe submitted a written report including major projects for ROM and Timberline Village. She also reported that the Prairie Ridge water system plan WSP approved by the Department of Health. Cedar Ridge's WSP should arrive by June 1.

DFO Campbell submitted a written report. He reported a well pump replacement at the Prairie Ridge water system, and the installation of two well pumps at Knowles Road water system.

ASM Clemens reported that NoaNet will create a survey-centric social media page for the Broadband survey. The Commissioners thanked ASM Clemens for her tireless work on this project.

FCSM Tartt submitted a written report. Commissioner Olsen and Commissioner Stearns offered thanks to FCSM Tartt for her hard work and dedication to the District's financial health.

**Commissioner Topics, Discussion and Reports:**

Commissioner Stearns reported on attending the WPUA Telecom Workshop.

Commissioner Oosterman reported on her attendance at the WPUA Telecom Workshop and the Thurston County Emergency Management meeting.

Commissioner Stearns asked about an upcoming staff meeting. Staff will follow up to provide the request information.

Commissioner Olsen offered advice to the District's Senior Leadership Team when putting together a return-to-work strategy. He recommended the Board attempt to narrow down a date to return to regular public meetings.

**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 6:14 p.m.**

**Assignments:**

- 1) Budget to continue to investigate solar projects that would ensure sustainability of our carbon footprint. (Commissioner Stearns)
- 2) If funding is available take advantage of security options through the advancement of technology. (Commissioner Olsen)
- 3) The GM was tasked to create and develop a streamlined approach to facilitating a discussion around redistricting.
- 4) AGM Parker will bring forward a resolution as an action item at the June 8<sup>th</sup> Commission meeting designating June 19<sup>th</sup> "Juneteenth" as day as a remembrance and reflection of an important time in U.S. History.

*Russell E Olsen*

Russell E Olsen (Jun 8, 2021 18:15 PDT)

---

Russell E. Olsen, Commissioner and President

Attest:

*Linda Oosterman*

[Linda Oosterman \(Jun 14, 2021 16:12 PDT\)](#)

---

Linda Oosterman, Commissioner and Secretary

# Minutes 05252021

Final Audit Report

2021-06-14

Created:	2021-06-09
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAASxDRqUTB85VHfGvYM2WvQQXU6v5JTKpy

## "Minutes 05252021" History

-  Document created by Julie Parker (julieparker@thurstonpud.org)  
2021-06-09 - 0:57:19 AM GMT- IP address: 73.254.138.67
-  Document emailed to Russell E Olsen (rolsen@thurstonpud.org) for signature  
2021-06-09 - 0:57:49 AM GMT
-  Email viewed by Russell E Olsen (rolsen@thurstonpud.org)  
2021-06-09 - 1:14:59 AM GMT- IP address: 73.254.30.135
-  Document e-signed by Russell E Olsen (rolsen@thurstonpud.org)  
Signature Date: 2021-06-09 - 1:15:23 AM GMT - Time Source: server- IP address: 73.254.30.135
-  Document emailed to Linda Oosterman (loosterman@thurstonpud.org) for signature  
2021-06-09 - 1:15:25 AM GMT
-  Email viewed by Linda Oosterman (loosterman@thurstonpud.org)  
2021-06-14 - 11:11:51 PM GMT- IP address: 24.18.31.44
-  Document e-signed by Linda Oosterman (loosterman@thurstonpud.org)  
Signature Date: 2021-06-14 - 11:12:19 PM GMT - Time Source: server- IP address: 24.18.31.44
-  Agreement completed.  
2021-06-14 - 11:12:19 PM GMT