

**MINUTES OF THE REGULAR MEETING OF JUNE 11, 2019
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for June 2019 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, June 11, 2019, at the PUD administrative office located at 1230 Ruddell Road SE, Lacey, WA 98503, commencing at 5:00 p.m. Commissioners Russell E. Olsen and Linda Oosterman were present for the meeting. Commissioner Chris Stearns was present through a phone conference call. The following District employees were present: John Weidenfeller, General Manager (GM), Julie Parker, Assistant General Manager (AGM), Jim Campbell, Director of Field Operations (DFO), Ruth Clemens, Senior Communications Specialist (SCS), TaSeana Tartt, Senior Accountant (SA), and Staci Mozee-Ramos, Customer Service Representative (CSR).

Call to Order: Commissioner Olsen called the regular meeting to order at 5:00 p.m.

Pledge of Allegiance: The Pledge of Allegiance was recited.

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

Consent Calendar: Approval of Minutes: May 28, 2019
Prequalification of Contractors:
SMA Contracts: None
Correspondence: None
Voucher Approval:
1) Accounts Payables: May 30, 2019, June 6, 2019
2) Payroll: June 5, 2019
Other: Res. 19-21 Contract for Cedar Ridge Settling Pond

Commissioner Oosterman made a motion to approve the Consent Calendar as presented: Commissioner Stearns seconded the motion; all in favor.

Public Comments: None

Information or Discussion of Operations/Policy Issues:

Ongoing Discussion Item: 2020 Budget Priorities:

No items were discussed on this issue.

WPUDA Water Committee Workshop, June 27, 9-3 (Olympia):

Commissioners Oosterman and Stearns will attend the Washington Public Utility Districts Association (WPUDA) Water Committee Workshop.

WPUDA July Association Meetings, July 17-19 (Leavenworth):

GM Weidenfeller received verification on which Commissioners are able to attend. Commissioner Oosterman will not be able to attend due to prior arrangements.

TPUD Picnic- June 21, 2019, 2:30 to 4:30 p.m. at Pioneer Park in Tumwater:

SAS Tartt stated she would like a head count on the amount of people that will be attending the TPUD Picnic.

Discussion: Commissioner Olsen Assistance to GM for Policy Development:

Commissioner Olsen offered to assist TPUD staff in developing a refined disaster and emergency plan and the GM said his help would be appreciated. GM Weidenfeller requested support from Commissioners Oosterman and Stearns on this issue and they were supportive. Commissioner Olsen will be on the per diem schedule while completing this work.

Utility Rate Advisory Committee (URAC) Suggestions and Recommendations:

AGM Parker discussed recommendations made by the URAC members at their meetings this year. Suggestions and recommendations included: implement a 5th consumption tier; implement budget billing; consider a special pool rate for community pools; round rates up or down so they are even numbers on the rate sheets; include a consumption allowance in the base rate; convert cubic feet to gallons on bills, and; place an article in the newsletter to teach people how to fill pools. Commissioner Olsen requested the Commissioners review these recommendations. The Commission will review them during the annual budget process.

MOUs with Lewis and Thurston County:

GM Weidenfeller stated at the end of this year our Memorandums of Understanding (MOU) expire with both Thurston and Lewis Counties.

Commissioner Oosterman would like to see the MOUs rewritten in a simpler, better approach. Commissioner Olsen suggested the Commissioners look over the MOUs and provide mark-ups to GM Weidenfeller by the next Commission meeting on June 25, 2019.

Action/Approval Item(s):

Resolution 19-19, 2019 Strategic Plan: Commissioner Oosterman made a motion to approve Resolution 19-19, 2019 Strategic Plan: Commissioner Stearns seconded the motion; all in favor.

Resolution 19-17, Policy and Procedure Update: Commissioner Stearns made a motion to approve Resolution 19-17, Policy and Procedure Update as stated: Commissioner Oosterman seconded the motion; all in favor.

Commissioner Signature/Break: The Commissioners took a break and signed documents at 5:30 p.m. The Commission meeting resumed at 5:40 p.m.

Presentations:

GM Weidenfeller announced three (3) employees will attend the Springbrook training June 12th – 14th.

DFO Campbell shared that the field staff in Timberline Village are continuing to install meters and fix leaks.

GM Weidenfeller informed the Board that a customer requested that TPUD test for cryptosporidium due to child that became sick and was hospitalized. Kim Gubbe, Director of Operations and Compliance, contacted an engineer from the Department of Health to consult on appropriate actions and they both agreed the water system does not show signs of cryptosporidium in it. There were not any other reports of illnesses from any other customers found, the bacteriological samples came back good, the well is deep and there are no wet lands in the vicinity of the water system. Based on this criteria, a test for cryptosporidium was not recommended.

AGM Parker provided the Commissioners and GM the District's financial statements that have been prepared and filed with the State Auditor. She stated that SAS Tartt spent 135 hours on preparing the report.

Commissioner Topics, Discussion and Reports:

Commissioner Stearns had nothing to report.

Commissioner Oosterman went to the Economic Development Council (EDC) Gala held on May 30th. She stated that it was inspiring to see businesses supporting other businesses.

Commissioner Oosterman stated there is an Emergency Management Council (EMC) semiannual meeting next Monday.

Commissioner Olsen went to Washington D.C., as part of his job, to meet with Environmental Protection Agency (EPA). He also stated that he assisted in the First Tee Fundraiser in Tumwater Valley that raised \$17,000 for scholarships for junior golfers to attend the First Tee classes.

Commissioner Olsen stated that he will be in Minneapolis at the end of the month due to prior arrangements, however he will work with GM Weidenfeller on details to approach the next Commissioner meeting.

Executive Session: Commissioner Olsen announced that the Commissioners would enter into an Executive Session in accordance with the provisions of RCW 42.30.110 (1) (b), to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, and in accordance with the provisions of RCW 42.30.110 (1) (c) to consider the minimum price at which real estate will be offered for sale or lease when offered for sale or lease when public knowledge of such consideration would cause a likelihood of decreased price. He stated the Executive Session would begin at 6:08 p.m. and was expected to last for 12 minutes ending at 6:20 p.m. Commissioner Olsen announced at 6:20 p.m. that the Commission was leaving the Executive Session and returning to the Regular Meeting.

Adjournment: Commissioner Oosterman made a motion to adjourn the meeting. Commissioner Stearns seconded the motion; all in favor. The meeting adjourned at 6:20 p.m.

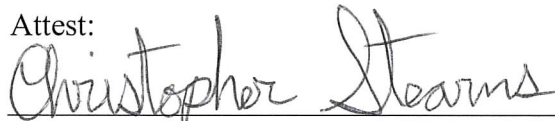
Assignments:

1. Commissioners will review the URAC recommendations during the budget process.
2. Commissioner Olsen asked the Commissioners to review the Thurston and Lewis County MOUs and provide mark-ups to GM Weidenfeller by the next Commission meeting June 25, 2019, for any desired changes.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary