

**MINUTES OF THE REGULAR MEETING OF SEPTEMBER 14, 2021  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for September 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on September 14, 2021, commencing at 5:02 p.m. Commissioners Linda Oosterman, Russell E. Olsen, and Chris Stearns were present for the teleconference meeting hosted via Zoom video conferencing. 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)
- Mariah Rodocker, Customer Service Representative
- Teal Reopelle, Administrative Assistant
- Joseph Rehberger, the District's Legal Counsel
- Kurin Miller, Clerk to the Board

**Call to Order:**

Commissioner Olsen called the regular meeting to order at 5:02 p.m. The Pledge of Allegiance was recited.

**Approval of Agenda:**

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

**Consent Calendar:**

Approval of Minutes: August 24, 2021

Prequalification of Contractors: NC Power Systems Co.

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: August 26, 2021, September 1, 2021, September 8, 2021
- 2) Payroll: September 3, 2021

Other:

- 1) Resolution 21-43, Policy and Procedures Update
- 2) Resolution 21-48, Shake Alert Contract – Tanglewilde-Thompson Place (600) Water System
- 3) Resolution 21-49, Generator Replacement Contract – Countrywood (680) Water System

**Approval of Consent Calendar:**

**Commissioner Oosterman made a motion to approve the Consent Calendar as presented: Commissioner Olsen seconded the motion; the motion passed with all in favor.**

**Public Comment:**

Commissioner Olsen called for public comments on all matters except for the proposed rates, fees, charges, and surcharges in the following Public Hearings. One of the three attendees requested to deliver public comment: the HOA president of the Glen Alder water system thanked GM Weidenfeller

and staff for the transition of Glen Alder to the District. He also relayed his experience with the transition.

**Public Hearing – Proposed 2021 Rates, Fees, Charges, and Surcharges for the Glen Alder Water System & Proposed 2022 Rates, Fees, Charges, Surcharges, and Ad Valorem Assessment:**

**Commissioner Olsen opened the Public Hearing at 5:07 p.m.** GM Weidenfeller and staff presented the Proposed 2021 Rates, Fees, Charges, and Surcharges for the Glen Alder water system. There were no public comments or testimony received.

GM Weidenfeller and staff presented the Proposed 2022 Rates, Fees, Charges, and Surcharges as well as the Proposed 2022 Ad Valorem Assessment. No public comments or testimony were received. **The Public Hearing was closed at 5:28 p.m.**

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

**Discussion – COVID-19 Updates**

GM Weidenfeller reported on safety precautions currently underway at PUD Headquarters. The GM also reported on N95/KN95 masks.

**Discussion – Broadband and Telecommunications**

GM Weidenfeller reported on the current Broadband Survey and other project updates. Commissioner Olsen asked about the end of the survey and the next target date; GM Weidenfeller addressed the Commissioner's question.

**First Reading – Resolution 21-33, Water System Transfer – Glen Alder Water System**

AGM Parker presented Resolution 21-33. The water system transfer agreement is still being finalized by the District's attorney. Commissioner Stearns asked about a potential customer on the Glen Alder water system. The Glen Alder HOA President was present, and Commissioner Olsen allowed the customer to speak about this topic. Commissioner Stearns asked that the transfer clarify which party is responsible for costs if this customer would like to connect to the Glen Alder water system.

**First Reading – Resolution 21-35, Adopting Proposed Rates, Fees, Charges, and Surcharges – Glen Alder Water System**

AGM Parker presented Resolution 21-35 which would adopt proposed rates, fees, charges, and surcharges for the Glen Alder water system when this system is acquired by the District; these rates are similarly transitional like the Coppermill and Pattison water systems. Commissioner Olsen affirmed staff's interaction about rates and fees with the Glen Alder water system customers.

**First Reading – Resolution 21-44, Adoption of the Proposed 2022 Operating Budget**

AGM Parker presented Resolution 21-44 which would adopt the District's Operating Budget for 2022. The AGM highlighted a few of the proposed changes.

**First Reading – Resolution 21-45, Adoption of the Proposed 2022 Capital Budget**

AGM Parker presented Resolution 21-45 which would adopt the District's Proposed Capital Budget for 2022. The AGM highlighted a few of the proposed projects listed for 2022.

**First Reading – Resolution 21-46, Adoption of the Proposed 2022 Rates, Fees, Charges, and Surcharges**

AGM Parker presented Resolution 21-46 which would adopt the Proposed Rates, Fees, Charges, and Surcharges for transitional and standard rates for 2022. The AGM highlighted a few of the proposed changes for 2022. GM Weidenfeller spoke about the Marvin Road Drinking Water State Revolving Fund (DWSRF) Loan Surcharge – staff is recommending that this surcharge be discontinued for 2022, as enough funds have been received to pay off the DWSRF loan for the systems previously acquired from Marvin Road Water Company.

**First Reading – Resolution 21-47, 2022 Ad Valorem Tax**

AGM Parker presented Resolution 21-47 which would adopt the Ad Valorem Assessment for 2022. Adoption of this resolution is not scheduled until the end of October this year; staff is still receiving additional information from Thurston County on this assessment.

**Action/Approval Items:** None

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller reported on several topics including the progress of the Developer Agreement, the progress of a large development in the Tanglewilde-Thompson Place water system, an upcoming with customers on the Pattison water system, and the billing statement for water service related to the emergency intertie with City of Olympia at the Tanglewilde-Thompson Place water system.

Commissioner Stearns commented on mutual aid agreements and working relationships between the District and other governmental agencies.

GM Weidenfeller reported further on a few other topics. FCSM Tartt reported that the new Payroll Specialist recently started employment at the District. The FCSM also addressed the Governor's moratorium on utility disconnection and the prohibition of late fees which is set to expire on September 30, 2021. Commissioner Stearns asked about reopening PUD Headquarters. FCSM Tartt and Commissioner Olsen discussed this topic further.

**Commissioner Topics, Discussions and Reports:**

Commissioner Olsen reported at length on the Utility Rate Advisory Committee (URAC) meeting that occurred on September 13, 2021. The Commissioner also reported on a few personal matters.

Commissioner Oosterman reported on two seminars she recently attended. The Commissioner attended a webinar on September 8, 2021 on evolving terrorist threats and counterterrorism, as well as the Pacific Northwest Economic Region meeting on September 9, 2021. Commissioner Oosterman spoke about the information presented at both meetings at length.

Commissioner Stearns reported on the four meetings he has recently attended including the Chehalis Basin Partnership, the Thurston Regional Planning Council, and the Water Resources Advisory Committee. The Commissioner discussed the topics at these meetings in depth.

**Executive Session:**

**At 6:17 p.m., Commissioner Olsen announced that the Board 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, for ten minutes until 6:27 p.m. At 6:30 p.m., it was announced that the Executive Session would be extended for three minutes until 6:30 p.m. At 6:30 p.m., the Executive Session ended, and the regular meeting resumed. Joseph Rehberger, the District's Legal Counsel, was present for the Executive Session. No decisions were made during the Executive Session.

**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 6:30 p.m.**

**Assignments:**

- 1) Per Commissioner Stearns's request, update the water system transfer agreement for the Glen Alder water system to outline the costs and responsibilities for the potential future connection at the system.
- 2) Update Resolution 21-47 with the appropriate figures once additional information is received from Thurston County on the Ad Valorem assessment for 2022.

*Russell E Olsen*

[Russell E Olsen \(Oct 18, 2021 10:47 PDT\)](#)

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Russell E. Olsen, Commissioner and President

Attest:

*Linda Oosterman*

[Linda Oosterman \(Oct 18, 2021 16:11 PDT\)](#)

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Linda Oosterman, Commissioner and Secretary









# Minutes 09142021

Final Audit Report

2021-10-18

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