

**MINUTES OF THE REGULAR COMMISSION MEETING OF SEPTEMBER 27, 2022**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The second regular Commission meeting for September 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on September 27, 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)
- Jim Campbell, Director of Field Operations (DFO)
- TaSeana Tartt, Finance & Customer Service Manager (FCSM)
- Joseph A. Rehberger, Chief Legal Counsel
- 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 amended agenda as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: September 13, 2022

Prequalification of Contractors: KD&S Environmental, Inc.

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: September 14, 2022, September 21, 2022
- 2) Payroll: September 20, 2022

Other: None

**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:**

**First Readings – Resolution 22-36, Adoption of the 2023 Placeholder Operating Budget and Resolution 22-37, Adoption of the 2023 Placeholder Capital Budget**

GM Weidenfeller presented both resolutions which would adopt the placeholder budgets for both the Operating and Capital Budgets for 2023. Commissioner Stearns asked about revenues for the latter half of the summer season; AGM Parker addressed the Commissioner's question.

**Action/Approval Items:**

**Resolution 22-33, Update General Manager Authority**

GM Weidenfeller presented Resolution 22-33 which would clarify and update the authority of the District's General Manager. The resolution was amended based on feedback received from Commissioner Oosterman since its first reading at the last regular Commission meeting. **Commissioner Stearns made a motion to approve Resolution 22-33 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Resolution 22-34, First Amended 2022 Operating Budget**

AGM Parker introduced Resolution 22-34 which would revise the 2022 Operating Budget to incorporate several changes to the revenue and expenses for both the General and Water Funds. AGM Parker elaborated on the changes proposed by this resolution. Commissioner Olsen thanked the AGM for her work, and he spoke about the current rate of inflation and expected increases to state agencies. **Commissioner Oosterman made a motion to adopt Resolution 22-34 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Resolution 22-35, 2022 Employee Classifications and Salary Ranges**

GM Weidenfeller introduced Resolution 22-35 which would add an Administrative Services Coordinator position and eliminate the Human Resources Coordinator from the list of Employee Job Classifications and Salary Ranges for the District. Commissioner Stearns asked about the staff handling communications for the District; GM Weidenfeller addressed the Commissioner's question. **Commissioner Stearns made a motion to adopt Resolution 22-35 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Commissioner Signatures/Break:** None

**Presentations:**

GM Weidenfeller reminded the Board of the schedule for Commission meetings for November 2022. The GM reported on several topics, including a meeting with Kitsap PUD, the progress of the Manor House development on the Pattison water system, and the discussion among Washington Water Utilities Council (WWUC) members related to the Joint Legislative Task Force on Water Resource Mitigation.

AGM Parker reported on the progress on moving to the new Field Office. The AGM also addressed installation of the District's new audio-visual system at District Headquarters. The Clerk to the Board elaborated on this topic.

DFO Campbell also spoke about the current move to the new Field Office, and he addressed his work related to Coal Creek fire in Lewis County. Commissioner Oosterman spoke briefly about this topic. FCSM spoke briefly about the financial variance report for August 2022. Commissioner Olsen asked about an auditor interview scheduled later in the week; FCSM Tartt addressed the Commissioner's question.

**Commissioner Topics, Discussions and Reports:**

Commissioner Oosterman recently attended a Partners in Emergency Preparedness (PIEP) and Emergency Management meetings, and she addressed topics related to those meetings.

Commissioner Stearns spoke about the WPUDA Water Workshop he recently attended and the topics addressed at this workshop. Commissioner Stearns and Commissioner Olsen spoke in detail regarding water resource mitigation. Commissioner Oosterman asked about how PUD members and WPUDA should separate the laws and policies from the politics in these situations. The Board discussed this topic at length.

Commissioner Olsen reported on his recent work trip in Pittsburgh, PA. The Commissioner spoke about consumer choice and how this could be applied to PUD customers. The Board discussed this topic with staff at length.

**Executive Session:**

At 6:50 p.m., Commissioner Olsen announced that the Board would enter into an Executive Session to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, as authorized by RCW 42.30.110 (1)(i), for 15 minutes until 6:05 p.m. At 6:05 p.m., the Executive Session concluded, and the regular meeting resumed. The District's legal counsel was present; however, no decisions were made during the Executive Session.

**Adjournment: Commissioner Stearns made a motion to adjourn the meeting; Commissioner Oosterman seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:05 p.m.**

**Assignments:**

- 1) Update the November Commission meetings on the Commission Calendar.
- 2) Research the caller ID feature for District phone numbers and the authorized titles, based on Commissioner Stearns' recent experience.
- 3) Schedule a discussion item at the regular Commission meeting on December 13, 2022 to discuss topics to address during the regular Commission meeting on January 10, 2023 during a visit by President Garry Arseneault and WPUDA staff.
- 4) Provide Commissioner Oosterman with the login information for digital access to the Olympian newspaper.

*Russell E Olsen*  
Russell E Olsen (Oct 27, 2022 08:20 PDT)

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Russell E. Olsen, Commissioner and President

Attest:

*Linda Oosterman*  
Linda Oosterman (Oct 27, 2022 12:40 PDT)

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Linda Oosterman, Commissioner and Secretary












# Minutes 09272022

Final Audit Report

2022-10-27

Created:	2022-10-12
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAACeS4_M4n6WDnzd-xO3OIDgtjXwwwbSfbH

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-  Document created by Julie Parker (julieparker@thurstonpud.org)  
2022-10-12 - 0:14:01 AM GMT- IP address: 96.74.20.117
-  Document emailed to rolsen@thurstonpud.org for signature  
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-  Email viewed by rolsen@thurstonpud.org  
2022-10-27 - 3:18:03 PM GMT- IP address: 172.226.40.50
-  New document URL requested by rolsen@thurstonpud.org  
2022-10-27 - 3:18:09 PM GMT- IP address: 174.247.182.19
-  Signer rolsen@thurstonpud.org entered name at signing as Russell E Olsen  
2022-10-27 - 3:20:14 PM GMT- IP address: 174.247.182.19
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-  Document e-signed by Linda Oosterman (loosterman@thurstonpud.org)  
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