

**MINUTES OF THE REGULAR MEETING OF OCTOBER 22, 2019  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The second regular meeting for October 2019 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, October 22, 2019, at District's administrative office located at 1230 Ruddell Road SE, Lacey, Washington 98503, commencing at 5:00 p.m. Commissioners Russell E. Olsen, Linda Oosterman, and Chris Stearns were present for the meeting. 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, Administrative Services Manager (ASM)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- Kurin Miller, Clerk to the Board

**Call to Order:** Commissioner Olsen called the regular meeting to order at 5:01 p.m. The Pledge of Allegiance was recited.

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

**Consent Calendar:**

Approval of Minutes: October 2, 2019, October 8, 2019

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

1) Accounts Payables: October 11, 2019, October 17, 2019

2) Payroll: October 20, 2019

Other: Purchase and Sales Agreement, 6800 Meridian Road SE, Olympia, WA 98513

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

**Meet Utility Rate Advisory Council (URAC) Applicant:**

Ramon Dasal, a customer on the Reserve at Cooper Point No. 1 water system, was in attendance to discuss his application for the URAC. He gave a brief speech on his background, his credentials, and his contact with a former URAC member. Commissioners Olsen, Oosterman, and Stearns all spoke with Mr. Dasal, answering questions and discussing several issues.

**Commissioner Stearns made a motion to nominate Mr. Dasal for an empty URAC position; Commissioner Oosterman seconded the motion; all in favor.**

**Public Hearing: Resolution 19-39, 2020 Ad Valorem Tax and Tax Banking**

At 5:13 p.m., Commissioner Olsen opened the Public Hearing to discuss proposed Resolution 19-39 regarding establishing the level of the regular property tax levy for 2020 in Thurston County. AGM Parker gave a brief overview on the resolution. Commissioner Stearns spoke to

the District's history regarding the assessment; he also gave information regarding other PUD tax levy assessments within Washington State. There were no members of the public present to speak during the Public Hearing; no comments were received. Commissioner Olsen closed the Public Hearing at 5:17 p.m.

**Public Comment:** There were no members of the public signed up to speak during the Public Comment portion of the meeting.

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

#### **Discussion – Building Dedication Plaque**

ASM Clemens gave an overview of the proposed dedication plaque for the District's administrative building. Commissioners and staff discussed this matter. The Commissioners requested photos of the dedication plaques at the Lacey Community Center and the Emergency Management building. Commissioner Oosterman shared her opinion on the plaque's background. Commissioner Olsen suggested that the District's official name be added to the plaque.

#### **Discussion – Governance Policy Changes**

Commissioner Oosterman discussed specific changes to make to the Governance Policy. She would like this matter tabled until a later meeting. The Commissioners discussed scheduling a follow up discussion at the Commission meeting scheduled for December 10, 2019. Commissioner Stearns commented on this issue.

#### **1<sup>st</sup> Reading – Resolution 19-37, 1<sup>st</sup> Revision to the 2020 Operating Budget**

AGM Parker gave a brief overview of the proposed resolution, specifically the two changes proposed to the 2020 Operating Budget. Commissioner Stearns posed a question about the relation of this resolution to Resolution 19-39, 2020 Ad Valorem Tax. Commissioners and staff discussed the relation as well as the timeline of review and approval of these resolutions.

#### **1<sup>st</sup> Reading – Resolution 19-38, 1<sup>st</sup> Revision to the 2020 Capital Budget**

AGM Parker gave a brief overview of the proposed resolution, specifically the removal of GIS Program Implementation.

#### **1<sup>st</sup> Reading – Resolution 19-39, Ad Valorem Tax Levy**

AGM Parker gave a brief overview of the proposed resolution including the two options detailed in the agenda packet. Upon Commissioner Stearns' request, AGM Parker explained tax banking. Commissioner Stearns spoke to the District's assessment history and the comparison to other entities in Thurston County. Staff will bring forward both options for the next meeting for the Commissioners to vote on.

#### **1<sup>st</sup> Reading – Resolution 19-40, Lost Tax/Refund Tax Levy**

AGM Parker gave a brief overview of the proposed resolution. Commissioner Oosterman inquired about the cost to the District to implement this resolution. AGM Parker explained that this resolution must be adopted and turned into the Thurston County Assessor's Office by November 15, 2019.

**Commissioner Signatures/Break:** Commissioner Olsen announced a break to sign documents at 5:40 p.m. The regular meeting commenced at 6:00 p.m.

**Action /Approval Item(s):** None

**Presentations:**

GM Weidenfeller provided a written report. He had nothing to add to the written report. DFO Campbell had nothing to add to the written report provided in the agenda packet.

ASM Clemens discussed the beginning of a new newsletter series regarding the capital surcharge. She also spoke to interviews for the open Laborer I position and the open Accountant I position. In addition, ASM Clemens reported on the radio project, the status of the large records request currently in process, the management team's strategic planning meeting, and training by various District employees.

GM Weidenfeller then reported on his work with the field operations/planning staff on seismic valves. He also reported on his work with DFO Campbell, planning staff, and field operations staff on water system treatment recommendations and prioritization. Commissioner Stearns asked about the legal research on water rights; Commissioners and staff agreed to schedule an Executive Session at the next meeting to discuss this issue.

Commissioner Oosterman asked about the effect of rain on testing/coliform hits. DFO Campbell discussed the assessment performed subsequent to a positive coliform sample. Commissioner Olsen suggested a newsletter article on the District's employees at work (when customers may not see them in their area). Commissioners and staff also discussed water system treatment, including chlorination and the work related to this treatment.

**Commissioner Topics, Discussions and Reports:**

Commissioner Olsen asked Commissioner Stearns to attend the Thurston Regional Planning Council (TRPC) meeting on November 1, 2019. He updated Commissioners and staff on the agenda for that meeting. Commissioner Olsen also reported on his contact with Representative Beth Doglio regarding PFAS/PFOA contaminants as well as his contact with TRPC members about the same issue.

Commissioner Oosterman recently attended the Thurston County Chamber of Commerce meeting; she reported on the topics discussed at that meeting.

Commissioner Stearns alerted the County Auditor's Office about a redistricting plan needed soon. He recently attended the funeral of a former Lewis County PUD Commissioner. He asked the other Commissioners for permission to ask WPUA to fill the former Commissioner's vacant position on the Executive Committee. In addition, he recently attended a Water Resources Advisory Committee (WRAC) meeting, so he reported on the topics discussed at that meeting.

**Executive Session:** None

**Adjournment: Commissioner Oosterman made a motion to adjourn the meeting: Commissioner Stearns seconded the motion; all in favor. The meeting adjourned at 6:38 p.m.**

**Assignments:**

- 1) Staff will take photos of the dedication plaques at Lacey Community Center and the County's Emergency Management building.
- 2) Use the District's official name (Public Utility District No. 1 of Thurston County) in the plaque dedication. Use a dark background in any samples.
- 3) Schedule a follow up discussion for the Governance Policy updates at the Commission meeting on December 10, 2019.
- 4) Prepare both options for Resolution 19-39 for the 2<sup>nd</sup> reading of this resolution scheduled at the Commission meeting on November 12, 2019.
- 5) Schedule an Executive Session at the Commission meeting on November 12, 2019, to discuss the legal research regarding water rights.
- 6) Staff will work with DFO Campbell to draft an article on routine work performed by District employees that customers may most likely not be aware of ('PUD at Work').

  
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Russell E. Olsen, Commissioner and President

Attest:  
  
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Chris Stearns, Commissioner and Secretary