

MINUTES OF THE REGULAR COMMISSION MEETING OF OCTOBER 25, 2022
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular Commission meeting for October 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on October 25, 2022, and commenced at 5:00 p.m. Commissioners 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. Commissioner Russell E. Olsen was excused for this meeting. The following personnel 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)
- TaSeana Tartt, Finance & Customer Service Manager (FCSM)
- Kalelia Gipson, Customer Service Representative (CSR)
- Kurin Miller, Administrative Services Coordinator (ASC) and Clerk to the Board

Call to Order:

Commissioner Stearns 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 amended, to include excusing Commissioner Olsen from the meeting; Commissioner Stearns seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: October 3, 2022, October 11, 2022

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: October 12, 2022, October 19, 2022
- 2) Payroll: October 20, 2022

Other:

- 1) Schedule PUD Holiday Gathering – December 2, 2022, 2:00 p.m. to 4:30 p.m.
- 2) Assignment of Manor House Development Agreement
- 3) Resolution 22-40, 2nd Amended 2022 Capital Budget
- 4) Resolution 22-41, Construction Contract, Joelle Lane Improvements (Pattison (500))
- 5) Resolution 22-42, Emergency Procurement of Materials, Equipment, and Supplies
- 6) Excuse Commissioner Olsen from the regular Commission meeting on October 25, 2022

Approval of Consent Calendar:

Commissioner Oosterman made a motion to approve the Consent Calendar as stated; Commissioner Stearns seconded the motion; the motion passed with all in favor.

Public Comment:

A District customer spoke at length regarding his property on the Hawk Acres (607) water system. The Board thanked the customer for his comments and stated that they would consider his testimony.

Information or Discussion of Operations/Policy Issues:

Presentation – Strategic Plan Performance Measures and Action Steps Report

AGM Parker discussed her presentation at length. Commissioner Oosterman asked about customer complaints received. AGM Parker addressed the Commissioner's question. The Board discussed Commissioner assignments, population and transportation growth within the region, and the 2023 Strategic Planning Session.

Discussion – Proposed 2023 Budget and Proposed 2023 Fees, Charges, and Surcharges

AGM Parker gave a lengthy presentation on the Proposed 2023 Budgets (operating and capital) and the Proposed 2023 Rates, Fees, Charges, and Surcharges. The Board had several questions for staff, and this topic was discussed in further detail.

Commissioner Stearns called for a break at 6:38 p.m. The break ended and the regular meeting resumed at 6:44 p.m.

1st Reading – Resolution 22-43, 2023 Employee Job Classifications and Salary Ranges

GM Weidenfeller introduced Resolution 22-43 which would update the District's employee job classifications and salary ranges, effective January 1, 2023. Per Commissioner Stearns' request, the GM elaborated on the three positions added to the employee job classifications and salary ranges.

1st Reading – Resolution 22-44, Policies and Procedures Update

GM Weidenfeller introduced Resolution 22-44 which would adopt revisions to several District policies. AGM Parker addressed the list of revisions to these policies.

Action/Approval Items:

Approval to Submit DWSRF Grant for Lazy Acres (351) PFAS Treatment

DPC Gubbe presented a request to submit a grant/loan application to the Drinking Water State Revolving Fund (DWSRF) for water treatment for PFAS removal. Commissioner Oosterman asked about the steps between applying for funding and approval or denial of the District's application; DPC Gubbe addressed the Commissioner's question. **Commissioner Oosterman made a motion to approve the submittal of a DWSRF grant/loan application for PFAS treatment for the Lazy Acres (351) water system: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break:

A break was taken earlier in the meeting.

Presentations:

GM Weidenfeller and DPC Gubbe reported on a notification received from the Washington State Department of Health (DOH) Office of Drinking Water regarding water system connections at the Timberline Village (628) water system. The Board had several questions on this topic, so a lengthy discussion ensued with staff. GM Weidenfeller also reported on his work with the Joint Legislative Task Force.

DPC Gubbe reported on her progress with seismic valves at the Tanglewilde-Thompson Place (600) water system. After a question was received by Commissioner Oosterman, the DPC gave an update on several projects, grants, and loans related to emergency management.

FCSM Tarrt reported on funding for customer assistance. Commissioner Stearns asked about progress on metering, and GM Weidenfeller addressed the Commissioner's question. ASC Miller spoke about open enrollment for the Flexible Spending Account (FSA) program.

Commissioner Topics, Discussions and Reports: None

Executive Session: None

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 7:13 p.m.

Assignments:

- 1) Update the Strategic Action Performance Measures and Action Steps Report to remove the following items from the Commissioner's assignments:
 - Chair, WPUDA Water Committee
 - Delegate for WPUDA Telecommunications and NoaNet Committee
 - Lead for Thurston Conservation District issues
- 2) Update the Strategic Action Performance Measures and Action Steps Report to list Commissioner Oosterman as "Lead for Emergency Management, Disaster Preparedness, and Homeland Security."
- 3) Schedule an Action or Consent Calendar item on the next meeting's agenda to schedule the Board's Strategic Planning Session on Tuesday, February 7, 2023.

Christopher Stearns

Christopher Stearns (Nov 15, 2022 23:23 PST)

Chris Stearns, Commissioner and Acting President

Attest:

Linda Oosterman

Linda Oosterman (Nov 21, 2022 17:11 PST)

Linda Oosterman, Commissioner and Secretary











Minutes 10252022

Final Audit Report

2022-11-22

Created:	2022-11-16
By:	Julie Parker (julieparker@thurstonpud.org)
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