

MINUTES OF THE REGULAR MEETING OF OCTOBER 26, 2021
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for October 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on October 26, 2021, commencing at 5:00 p.m. Commissioners Linda Oosterman, Russell E. Olsen, and Chris Stearns were present for the virtual 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)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- Ruth Clemens, Administrative Assistant Manager (ASM)
- Joseph A. Rehberger, the District's 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 Oosterman made a motion to approve the agenda as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: October 12, 2021

Prequalification of Contractors: Inland Potable Services

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: October 13, 2021, October 20, 2021
- 2) Payroll: October 20, 2021

Other:

- 1) Thurston County Broadband Action Team Memorandum of Understanding (MOU)
- 2) Resolution 21-53, Change Order 1 to Countrywood (680) Generator Contract

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:

There were several individuals present via Zoom. However, there was no public comment given during the meeting.

Information or Discussion of Operations/Policy Issues:

Discussion – COVID-19 Updates

ASM Clemens reported on the availability of booster shots and current hospital capacity. Commissioner Oosterman reported on the COVID-19 related deaths in Thurston County and new cases in our area;

ASM Clemens addressed the Commissioner's statement. Commissioner Stearns commented on the highest areas of the infection closest to Washington state.

Discussion – Broadband and Telecommunications

ASM Clemens reported on the turnout at a recent stakeholder meeting for the Broadband Project. The ASM also reported on next steps for the project.

Presentation – Commissioner Redistricting

Ramiro Chavez, Thurston County Manager, introduced the goals and preliminary information for the County's redistricting plan. Jamie Caldwell and Robin Campbell, also with Thurston County, were also in attendance for the meeting. Ms. Caldwell presented a more in-depth look at the redistricting proposal based on the census information received for 2020. Commissioner Olsen and Commissioner Oosterman thanked the County staff for their work on the redistricting proposal. Commissioner Stearns asked about the County Auditor's involvement in the plan, and he spoke about his previous experience with redistricting in Thurston County.

Discussion – Third Quarter 2021 Strategic Plan Performance Measures Report Update

AGM Parker presented the update to the Strategic Plan Performance Measures Report for the third quarter of 2021. Commissioner Olsen gave positive feedback on the updated format of this report. AGM Parker highlighted the decrease in customer complaints for the third quarter. Commissioner Olsen asked GM Weidenfeller to explain how the information presented in this report effects decision-making at the District; the GM spoke at length on this topic. Commissioner Stearns asked about employee recognition related to the Strategic Plan; GM Weidenfeller addressed the Commissioner's question.

First Reading – Resolution 21-51, Refund Levy

AGM Parker presented Resolution 21-51 which would establish a refund levy to recover for lost tax dollars due to refunds given to taxpayers as a result in changes of value.

Discussion – Potential Acquisition, Shadow Creek Water System

GM Weidenfeller presented information on the Shadow Creek water system. John Mance, the owner of the Shadow Creek water system, was in attendance for this discussion; Doug Piehl, the Engineering Manager with Northwest Water Systems, was also in attendance. The GM led a discussion regarding the potential acquisition. The Board discussed this topic at length with District staff, the District's attorney, Mr. Mance, and Mr. Piehl.

Action/Approval Items: None

Commissioner Signatures/Break: None

Presentations:

GM Weidenfeller had no additional information to report. AGM Parker reported on the District's Utility Relief Assistance Program (URAP) and the current progress of applications received. Commissioner Stearns asked about audits and financial policies related to the District's vehicle fleet and collisions. AGM Parker addressed the Commissioner's question. GM Weidenfeller relayed the updated amount of URAP funds awarded to customers.

DPC Gubbe reported on the progress of the proposed apartments on 3rd Avenue, part of the Tanglewilde-Thompson Place water system, and a change to the process for starting construction on this

project. The DPC also reported on the District's cross-connection control program and efforts to communicate with customers regarding this program. Commissioner Olsen asked about customer outreach for the cross-connection control program, and DPC Gubbe addressed the Commissioner's question.

FCSM Tarrt reported on the continued communication to customers on the URAP following the expiration of the Governor's moratorium on late fees and utility disconnections. ASM Clemens reported on the Customer Satisfaction Survey, a few staff/personnel changes, and a personal matter.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns recently attended a Budget Committee meeting for WPUDA and a Chehalis Basin Partnership meeting. The Commissioner reported on the topics discussed at those meetings.

Commissioner Oosterman also attended the WPUDA Budget Committee meeting. Commissioner Olsen asked Commissioner Oosterman about an upcoming meeting regarding the hazard mitigation plan for the Thurston County region.

Commissioner Olsen reported on his work and the state budget. The Commissioner also reported on a personal matter.

Executive Session:

At 6:30 p.m., Commissioner Olsen stated that the Board would enter into an Executive Session 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, as authorized by RCW 42.30.110 (1)(b), for 15 minutes until 6:45 p.m. At 6:45 p.m., it was announced that the Executive Session would be extended for five more minutes until 6:50 p.m. At 6:50 p.m., the Executive Session was closed and the regular meeting resumed. The District's attorney was present for the Executive Session, but 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 6:51 p.m.

Assignments:

- 1) If approval is required for the 3rd Avenue apartments agreement, schedule this item to be approved at a future meeting as part of the Consent Calendar.

Russell E Olsen

Russell E Olsen (Nov 10, 2021 11:57 PST)

Russell E. Olsen, Commissioner and President

Attest:

Linda Oosterman

Linda Oosterman (Nov 15, 2021 13:08 PST)

Linda Oosterman, Commissioner and Secretary









Minutes 10262021

Final Audit Report

2021-11-15

Created:	2021-11-10
By:	Julie Parker (julieparker@thurstonpud.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzfwzKJqhBLSO6CYNFr7JHLccApafGC_d

"Minutes 10262021" History

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