

**MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 2019
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for December 2019 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, December 10, 2019, at the 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 also present:

- John Weidenfeller, General Manager (GM)
- Julie Parker, Assistant General Manager (AGM)
- 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 5:00 p.m. The Pledge of Allegiance was recited.

Approval of Agenda: Commissioner Oosterman made a motion to table Governance Policy Updates under action items until the second meeting in December; Commissioner Olsen seconded the motion: motion passed with two votes in favor. (Commissioner Stearns not yet present.) Commissioner Oosterman made a motion to approve the agenda as amended: Commissioner Olsen seconded the motion; motion passed with two votes in favor. (Commissioner Stearns not yet present.)

Consent Calendar:

Approval of Minutes: November 26, 2019

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: November 27, 2019, December 5, 2019
- 2) Payroll: December 5, 2019

Other:

- 1) DWSRF Loan Application – Completion of the Sward & Platt Consolidation
- 2) Resolution 19-52, Change Order #4 – KMB Architects

Commissioner Oosterman made a motion to approve the Consent Calendar as presented: Commissioner Olsen seconded the motion; motion passed with two votes in favor. (Commissioner Stearns not yet present.)

Public Comment: None

Information or Discussion of Operations/Policy Issues:

Discussion – Holiday Gathering, December 20, 2019 at 2:30 p.m.

GM Weidenfeller reminded Commissioners and staff of the holiday gathering on December 20, 2019. The Clerk to the Board spoke about the arrangements for this event.

1st Reading – Resolution 19-51, Surplus Equipment

AGM Parker gave a brief overview for this resolution.

Discussion – Quarterly Financial Report Modification

AGM Parker introduced a new format for the quarterly financial report. Commissioners and AGM Parker discussed various aspects of the new format.

Action /Approval Item(s):

Resolution 19-49, Policies and Procedures Update

This resolution was discussed at a prior meeting. Earlier in the meeting, Commissioner Oosterman asked to amend Section III, Subsection C of Policy 100-045 to read, “Employees and PUD Commissioners will not be subjected to coercion, pressure or undue influence to participate in political activity or to take a particular position.” Commissioners and staff discussed this particular policy at length; AGM Parker was directed to change the term “elected officials” to “PUD Commissioners” for any instance within the policy. **Commissioner Oosterman made a motion to approve Resolution 19-49 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Dedication Plaque for PUD Administrative Building

ASM Clemens gave an overview of her work with the dedication plaque for the administrative building. Commissioners and staff discussed possible options for materials and placement of the plaque. **Commissioner Oosterman made a motion to approve a bronze plaque placed near the entrance of the Commission meeting room: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break: Commissioner Olsen announced a break to sign documents at 5:42 p.m. The regular meeting commenced at 6:00 p.m.

Presentations:

GM Weidenfeller provided a written report. He reported on safety training planned in January, a potential new water system acquisition in Thurston County, his attendance of a Drinking Water Advisory Group (as well as the PFAS/PFOA issue), the annual WPUA conference, the Commissioner Workshop scheduled in January, and coordinating a water system plan in Pierce County. The Board asked several questions throughout the GM’s report, and Commissioners and staff discussed these topics at length.

AGM Parker provided a written report. She also reported on the RFP she sent out for bond funding. She will ask that the Commissioners adopt a proposal at the next meeting. Per the GM’s

request, AGM Parker explained how Commissioners can access their PUD e-mail account from their home computer.

DFO Campbell provided a written report. He spoke about preventative maintenance, installing meters, and the effects of weather changes on infrastructure. The DFO responded to a question posed by Commissioner Stearns regarding a customer issue.

ASM Clemens provided a written report. She recently attended the Department of Health (DOH) rule-making meeting in Tacoma; she reported on the topics discussed at that meeting.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns reported on the upcoming Legislative session and preparations for this session. He also spoke about employment regulation and government modernization.

Commissioner Oosterman spoke about the upcoming census and the implications to the District. The Board spoke about this issue in relation to redistricting. She attended the annual WPUA conference along with Commissioner Stearns. She reported on the conversations she had with people in attendance at the conference as well as Thurston County in terms of the water utility industry.

Commissioner Olsen spoke to the District's responsiveness to the public. He reported on a conference he is attending in Los Angeles; he spoke to the topics of that conference. He thanked the Board and staff for the work performed this year.

Adjournment: Commissioner Stearns made a motion to adjourn the meeting; Commissioner Oosterman seconded the motion; all in favor. The meeting adjourned at 6:43 p.m.

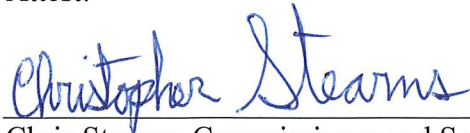
Assignments:

- 1) Schedule Governance Policies Updates as an action item on the December 30, 2019 Commission meeting agenda.
- 2) Staff will change the term "elected officials" to "PUD Commissioners" for any instance within Policy 100-045.
- 3) Staff will send a calendar invite to the Board for the Commissioner Workshop scheduled on Friday, January 17, 2019, at 4:30 p.m. A copy of the current MOU will be sent as well.
- 4) Schedule adoption of the bond funding proposal at the second meeting in December.
- 5) Staff will update the meter installation report to include Group B water systems in 2021.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary