

MINUTES OF THE REGULAR MEETING OF DECEMBER 22, 2020
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for December 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, December 22, 2020, commencing at 5:00 p.m. Commissioners Russell E. Olsen, Linda Oosterman and Chris Stearns were present for the teleconference meeting hosted via Zoom. 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)
- Jim Campbell, Director of Field Operations (DFO)
- Ruth Clemens, Administrative Services Manager (ASM)
- 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; Commissioner Stearns seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: December 1, 2020, December 8, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: December 9, 2020, December 16, 2020
- 2) Payroll: December 21, 2020

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:

Recurring Discussion – COVID-19 Updates

GM Weidenfeller reported that several updates have been sent out to Commissioners via email. ASM Clemens has contacted several agencies, both state and local agencies, about personal protective equipment (PPE). Commissioner Oosterman and Commission Olsen also addressed this discussion item.

Recurring Discussion – Telecommunications

Commissioner Olsen reported that he will give a presentation to the Board at the regular Commission Meeting on January 12, 2021. Commissioner Oosterman received an email regarding the District providing retail telecommunications service; she asked Commissioner Stearns to address the email. The Board spoke at length about this topic.

Discussion – Meter Reading Cost Savings Associated with AMR Meters

AGM Parker presented information on the cost savings related to installing automated meter reading (AMR) meters at certain service locations within the District's service boundaries. Commissioner Stearns asked about meter reading logistics and security advantages to installing the AMR meters. AGM Parker addressed the Commissioner's questions.

Discussion – Strategic Planning Session Lunch Options

AGM Parker reported on Legal Counsel's opinion of lunch and delivery options. The Clerk to the Board addressed several options available to the Commissioners. The Board discussed this topic in detail.

Action/Approval Item(s):

Commissioner Elections for 2021

Commissioner Stearns made a motion to appoint Commissioner Olsen as Board President for 2021, Commissioner Oosterman as Board Secretary for 2021, and himself as Board Vice President for 2021: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Commissioner Assignments for 2021

Commissioner Stearns requested an amendment to the WPUA Telecommunications Group assignments; Commissioner Oosterman volunteered to be the alternate for this group. Commissioner Olsen made a suggestion to split Board and staff assignments. GM Weidenfeller addressed this issue. **Commissioner Stearns made a motion to approve the Commissioner Assignments as presented with the addition of Commissioner Oosterman listed as an alternate for the WPUA Telecommunications Group: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 20-48, General Facility Charge

Commissioner Stearns made a motion to approve Resolution 20-48: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Resolution 20-49, Service Installation Fees and Other Fees

Commissioner Stearns asked about proposed changes for this resolution including rate changes. AGM Parker addressed the Commissioner's question. **Commissioner Oosterman made a motion to approve Resolution 20-49: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break:

There were no physical documents to sign. Commissioner Olsen and AGM Parker spoke about wet signatures for minutes, resolutions, and vouchers.

Presentations:

GM Weidenfeller submitted a written report. He will be out of the office on Thursday, December 24th. Commissioner Olsen mentioned Ridgewood fire hydrants; GM Weidenfeller, DPC Gubbe, and DFO Campbell spoke more on this topic. Commissioner Stearns also asked about fire hydrants. AGM Parker gave a brief outline of the District's financial report.

Commissioner Topics, Discussions and Reports:

Commissioner Olsen thanked Commissioners and staff, especially for perseverance throughout the challenges of 2020. He spoke about looking forward to 2021 and upcoming tasks and projects.

Commissioner Oosterman recently met with the Utility Rate Advisory Committee (URAC) group regarding emergency management, and she spoke about that meeting.

Commissioner Stearns also thanked Commissioners and staff. He spoke about the stability and growth of the District within the past few years.

An Executive Session was listed on the agenda, however, Commissioner Olsen declined to hold the Executive Session, and the Board voted to adjourn.

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 5:55 p.m.

Assignments:

- 1) The Clerk to the Board will follow up with Commissioners regarding lunch options for the Strategic Planning Session on January 19, 2021.
- 2) Update the Commissioner Assignments to include Commissioner Oosterman as an alternate for the WPUDA Telecommunications Group.
- 3) Follow up with staff about signing resolutions, minutes, and vouchers for 2020.
- 4) Schedule Commissioner signatures on a quarterly basis in 2021.

Russell E. Olsen, Commissioner and President

Attest:

Chris Stearns, Commissioner and Secretary