

**MINUTES OF THE REGULAR MEETING OF FEBRUARY 12, 2019
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for February 2019 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, February 12, 2019 at the PUD administrative office located at 1230 Ruddell Road SE, Lacey, WA 98503, commencing at 5:00 p.m. Commissioners Chris Stearns and Russell E. Olsen were present for the meeting and Commissioner Linda Oosterman was present via telephone conference. The following District employees were present: John Weidenfeller, General Manager (GM) and Staci Mozee-Ramos, Customer Service Representative (CSR) and Kurin Miller, Accounting Assistant II. Julie Parker, Assistant General Manager, and Ruth Clemens, Senior Communications Specialist, Jim Campbell, Director of Field Operations (DFO), and TaSeana Tartt, Senior Accountant, were excused from the meeting due to inclement weather.

Call to Order: Commissioner Stearns called the regular meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

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

Consent Calendar:

Approval of Minutes: January 22, 2019

Prequalification of Contractors:

- 1) Pacific Testing and Inspection, Inc. Associated Underwater Services

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: January 25, 2019, January 30, 2019, February 1, 2019, February 7, 2019
- 2) Payroll: February 5, 2019

Other:

- 1) Resolution 19-04, Uncollectable Accounts
- 2) Resolution 19-07, Health Care Insurance Update

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

Introduction of New Employee: GM Weidenfeller discussed the background of Staci Mozee-Ramos very briefly.

Public Comments: None

Information or Discussion of Operations/Policy Issues:

Res. 19-06, Policy and Procedure Update

GM Weidenfeller presented Resolution 19-06, Policy and Procedure Update to the Board for discussion and consideration. GM Weidenfeller discussed updates on the Purchasing Level Authority, the Vacation and Sick Leave, the Scan and Toss, and the Uniform policies.

Report on Utility Rate Advisory Committee (URAC) Meeting, February 5, 2019

GM Weidenfeller forwarded the previous agenda and minutes from the January URAC Committee meeting to the Board. GM Weidenfeller thanked Commissioner Olsen for participating in the Committee meeting. Commissioner Olsen provided brief information on what was discussed at the Committee meeting and described the Committee members as an active and positively engaged group. Commissioner Olsen verified with GM Weidenfeller that the next Committee meeting on March 6 included a Ratemaking Presentation by Rate Analyst Andy Baker. Commissioner Stearns inquired if there was discussion about the pool rate at Tanglewilde, and GM Weidenfeller advised that the rate was discussed, and there should not be any other conversations about this in other meetings.

Action/Approval Items:

Approval of Special Meeting at 5:00 p.m. on February 19, 2019 for a Hydrogeological Presentation

GM Weidenfeller discussed the Special Meeting scheduled for Tuesday, February 19, where a hydrogeological presentation will be delivered to the Commissioners and members of the public. GM Weidenfeller said that staff have been invited to attend the presentation. Commissioner Stearns invited members of the League of Women Voters. GM Weidenfeller noted that the notice of the presentation will be placed on the District's website by SCS Clemens. Commissioner Olsen asked if the presentation will be the only agenda item on the Workshop Agenda. GM Weidenfeller said the agenda will also include staff and Commissioner reports agenda items. Commissioner Oosterman asked GM Weidenfeller to provide her the new water report that the League of Women Voters have completed.

Commissioner Strategic Planning Session, May 21, 2019

The Board approved the Commissioner Strategic Planning Session on May 21, 2019, from 10 a.m. to 2:00 p.m. at the WPUA Executive Conference Room.

Excuse Commissioner Oosterman from February 26, 2019 PUD Commission Meeting

Commissioner Olsen and Commissioner Stearns excused Commissioner Oosterman from the February 26, 2019 meeting. Commissioner Oosterman will not be available due to FEMA training.

Commissioner Signatures/Break: The Commissioners took a break and signed documents at exactly 05:10 p.m. The Commission meeting resumed at 5:15 p.m.

Presentations:

General Manager, DFO & DPC Reports

GM Weidenfeller discussed the meter reading site visit with the City of Chehalis that was cancelled due to weather conditions; it will be rescheduled. Commissioner Olsen thanked the field and office staff for the outstanding dedication during the winter snowstorm. GM Weidenfeller informed the Board that DFO Jim Campbell has been tracking the power outages and staying on top of the outages.

Commissioner Topics, Discussion and Reports:

Commissioner Olsen advised that he was not elected to hold a position at the TRPC and that he lost the election by one vote. He said he had been looking forward to having the PUD play a role in the TRPC Board in the major areas. Commissioner Olsen will continue to serve on TRPC and be involved.

Commissioner Olsen discussed some topics that were held at the TRPC meeting which included the Public Participation Review, the Main Street Rochester Project and the Sustainable Thurston Report Card. Commissioner Olsen advised GM Weidenfeller on where the report is located to review. Legislative updates were also discussed briefly. Commissioner Oosterman asked GM Weidenfeller to provide her a copy of the Sustainable Thurston Project Report Card. GM Weidenfeller will forward the TRPC agenda to Commissioners Oosterman and Stearns in the future.

Commissioner Stearns mentioned that one of his colleagues, Chris Hawkins, who works for the Thurston County, may be able to provide background and his point of view in the future on TRPC if Commissioner Olsen is interested in a different perspective.

Commissioner Olsen advised the Board that the Nisqually WRIA 11 Watershed Plan has been submitted and approved by the Department of Ecology.

Commissioner Stearns reported that Water Resources Advisory Committee (WRAC) meeting did not take place yesterday, Monday, February 11, 2019, due to the Department of Ecology inclement weather building closure.

Commissioner Oosterman reported that a meeting at Emergency Management did not take place on Monday, February 11, 2019, and WPUDA's meeting for tomorrow Wednesday, February 13, 2019, is also cancelled.

Commissioner Olsen wanted to know if he provided the copies of the public records training certification to GM Weidenfeller if that would cover the required elected officials required training. GM Weidenfeller said he would be happy to check on this and file the training information in Commissioner Olsen's personnel file.

Executive Session: At 5:30 p.m., Commissioner Olsen opened the executive session in accordance with the provisions of RCW 42.30.110 (1)(c) to consider the minimum price at


which real estate will be offered for sale or lease when offered for sale or lease when public knowledge of such consideration would cause a likelihood of decreased price. He stated the Executive Session was expected to last for 15 minutes ending at 5:45 p.m.

At 5:45 p.m., Commissioner Olsen closed the Executive Session and returned to the Regular meeting.

Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Stearns seconded the motion; all in favor. The meeting adjourned at 5:45 p.m.

Assignments:

1. Commissioner Oosterman requested that GM Weidenfeller obtain a copy of the water report issued by the League of Women Voters to distribute to her and the other Commissioners.
2. Commissioner Oosterman requested GM Weidenfeller provide her a copy of the Sustainable Thurston Project Report Card and forward TRPC agendas/materials in the future.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary