

**MINUTES OF THE REGULAR MEETING OF APRIL 09, 2019  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for April 2019 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, April 09, 2019 at the PUD administrative office located at 1230 Ruddell Road SE, Lacey, WA 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 present: John Weidenfeller, General Manager, (GM), Julie Parker, Assistant General Manager (AGM), Jim Campbell, Director of Field Operations (DFO), Ruth Clemens, Senior Communications Specialist (SCS), TaSeana Tartt, Senior Accountant (SA), Staci Mozee-Ramos and Mariah Rodocker, Customer Service Representatives. Also present was Shane Whistler, Whistler Communications.

**Call to Order: Commissioner Olsen called the regular meeting to order at 5:00 p.m.**

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

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

**Consent Calendar:** Approval of Minutes: March 26, 2019

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

1) Accounts Payables: March 27, 2019, April 4, 2019

2) Payroll: April 5, 2019

Other: None

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

**Introduction of New Employee:** AGM Parker spoke briefly about new employee Mariah Rodocker and her background history in customer service.

**Public Comments:** None

**Information or Discussion of Operations/Policy Issues:**

**Presentation – Emergency Radio System, Shane Whistler, Whistler Communications**

SCS Clemens introduced Shane Whistler before his presentation on the 2 way radio emergency communications system with retransmission capability throughout most of the District's service area. Mr. Whistler began the presentation by discussing which agencies Whistler Communications supports. He explained how the 2 way radio works and costs associated with the equipment. Mr. Whistler discussed the importance of having a 2 way emergency radio system in the event of a natural disaster.

The Board asked Mr. Whistler about the security and fuel backup for the retransmission mountain top sites and the distance of the retransmission signal. He provided the Board with answers to their questions that were asked and discussed the difference between mobile and portable devices and his recommendation for Thurston PUD. He stated that there was some redundancy in retransmission sites and that there was fuel backup for two weeks at each mountain top site.

**Resolution 19-13, Meter Policy and Procedure Update:**

AGM Parker discussed the updated Travel Policy and the Water Service Policy Section 2, Terms and Conditions. She explained the revised versions and the changes that are recommended for the policy to be updated.

**Action/Approval Items: Resolution 19-12, Emergency Declaration, Knowles Road Water System:**

GM Weidenfeller requested that the Board adopt Resolution 19-12 which could help Thurston PUD with financial resources. If approved this resolution will also provide GM Weidenfeller with authority to take action in this emergency situation.

**Commissioner Oosterman made a motion to adopt Resolution 19-12; Commissioner Stearns second motion; all in favor; Resolution 19-12 passed.**

**Commissioner Signatures/Break:** The Commissioners took a break and signed documents at 5:40 p.m. The Commission meeting resumed at 5:50 p.m.

A request was made by GM Weidenfeller to revisit the agenda item on the 2-way radio system. GM Weidenfeller requested the Board, by motion, approve authorization to purchase the 2-way radio devices that were suggested by Mr. Whistler in his presentation, and other equipment needed, at his discretion, to support the District's emergency communications system.

Commissioner Olsen wanted clarification that the new request was amending the previous request of the purchase. GM Weidenfeller agreed with Commissioner Olsen's clarification.

**Commissioner Stearns made a motion to amend the purchase to include the equipment that was suggested in the Whistler Communications presentation, and at GM Weidenfeller's discretion, what is needed for Thurston PUD. Commissioner Oosterman second the motion; all in favor.**

**Presentations:**

**General Manager, DFO & DPC Reports:**

GM Weidenfeller discussed a letter that will be sent out to the 170 highest consumption customers. They will be invited to attend a meeting on May 7, 2019 focused on water conservation. He stated he did not have a consultant at the moment but was seeking one. It was confirmed that Commissioners would not be in attendance at this meeting. He also stated the

District will be sending out a letter to customers on water systems that are exceeding their water rights. GM Weidenfeller stated we hoped to have both these letters out by the end of next week (April 19). Commissioner Oosterman would like to see that anyone attending the meeting is also provided information on how to connect with the Master Gardener Program.

GM Weidenfeller stated several employees will attend the American Water Works Association sponsored Water 101 training on April 24, 2019. He also discussed setting a date for Thurston PUD's annual picnic. The date of June 21, 2019 was approved, with concurrence of the Board.

DFO Campbell went over water system maintenance and repairs in the last two weeks. He discussed the Vactor truck training and what the training entails. He mentioned that an orientation for each Commissioner will be scheduled in May.

#### **Commissioner Topics, Discussion and Reports:**

Commission Stearns attended the Water Resources Advisory Committee (WRAC) meeting last Monday, April 8, 2019. They are preparing for a drought advisory for Ellensburg County area. Commissioner Stearns discussed the legal updates that were provided at that meeting. He stated that there was discussion of private water banking and how it is being used. Commissioner Stearns stated the next WRAC meeting will be on May 13, 2019. Commissioner Stearns covered what was discussed during the TRPC meeting that he attended for Commissioner Olsen on April 5.

Commissioner Olsen provided information on the upcoming TRPC Retreat. He stated that he has addressed water issues with TRPC three times and will see if there is interest in making water a TRPC priority in the next year. He requested if anyone has any ideas to share them with GM Weidenfeller.

Commissioner Oosterman and GM Weidenfeller attended the Deschutes WRIA 13 Planning Committee meeting. . After the meeting, she and the GM met with Scott LaVielle, the City of Tumwater's Fire Chief and they discussed emergency management and water.

**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 would begin at 6:32 p.m. and was expected to last for 13 minutes ending at 6:45 p.m. At 6:45 p.m., Commissioner Olsen extended the executive session for 5 minutes. Commissioner Olsen announced at 6:50 p.m. that the Commission was leaving the Executive Session and returning 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 6:50 p.m.**

**Assignments:**

1. Enter into a contract with Whistler Communications to order and install the necessary emergency radio communications equipment to include installation of a radio in Commissioner Olsen's personal vehicle.
2. Hold the PUD Picnic on June 21.
3. Notify WPUA not to list Commissioner e-mails or phone numbers in the WPUA Directory.

  
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Russell E. Olsen, Commissioner and President

Attest:

  
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Chris Stearns, Commissioner and Secretary