

**MINUTES OF THE REGULAR MEETING OF MAY 14, 2019
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for May 2019 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, May 14, 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), TaSeana Tartt, Senior Accountant (SA), and Staci Mozee-Ramos, Customer Service Representative (CSR).

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: April 23, 2019

Prequalification of Contractors: Rigid Construction, Inc.

SMA Contracts: None

Correspondence: None

Voucher Approval:

1) Accounts Payables: April 25, 2019, May 2, 2019, May 9, 2019

2) Payroll: May 6, 2019

Other: Res. 19-15, Advanced Meter Pilot Program

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

Public Comments: None

Information or Discussion of Operations/Policy Issues:

Conservation Measures for 2019:

GM Weidenfeller asked for Board consensus on the 2019 Conservation Measure. He recommended that the sprinkler inspections by PUD staff be approved as the District's 2019 Conservation Measure. Under this scenario with a \$2,500 budget, with the cost per visit of \$75.00, the District can provide 33 inspections. If more than 33 inspections are requested, GM Weidenfeller will notify the Commissioners and the Board concurred.

Commissioner Olsen discussed other conservation issues such as implementing every other day watering schedules.

Initial Discussion – Preliminary 2020 Budget Priorities/Budget Process Review for 2020:

AGM Parker opened discussion for the 2020 budget and the proposed 2020 budget schedule. She proposed that the May, June and July meetings should include identifying priorities for the 2020 budget. The Commissioners requested that staff review the number of public hearings that were projected in the schedule; the Commissioners did not feel these many hearings were necessary. Commissioner Olsen wanted to ensure the Utility Rate Advisory Committee (URAC) is included in the budget process. Commissioner Stearns suggested staff evaluate URAC comments on recommendations for the budget process made earlier this year such as allowing a billing process annually that would allow summer time usage to be prorated into the winter usage to make budgets consumer friendly.

Discussion – Commissioner Strategic Planning Workshop:

The Commissioners were asked to provide GM Weidenfeller a list of topics for the workshop before Friday. Commissioner Stearns would like to discuss ways that will allow the District to retain employees. AGM Parker was asked to develop a list of recommendations that have come from the URAC and categorize them as easy or difficult to achieve.

Resolution 19-16, Budget Amendment to Fund a Laborer and Administrative Assistant Positions:

GM Weidenfeller stated this budget amendment revises the 2019 Operation Budget to support two (2) full time positions; a Laborer for Field Operations and an Administrative Assistant to the Director of Planning and Compliance. He asked the Commissioners to adopt Resolution 19-16 and the Board was willing to approve it at this meeting.

Commissioner Oosterman made a motion to approve Resolution 19-16 as presented; Commissioner Stearns seconded the motion; all in favor.

Commissioner Signatures/Break: The Commissioners took a break and signed documents at 5:25 p.m. The Commission meeting resumed at 5:40 p.m.

Presentations:

General Manager, DFO & DPC Reports:

GM Weidenfeller discussed the Scatter Creek Ranch water system coliform issues and stated staff intended to move to permanent chlorination of this system. He and DFO Campbell met with members of the Wind Tree HOA and discussed the PUD checking low pressure, getting a backup generator, the aquifer, and rates. This is a large Group B system with 13 active connections.

GM Weidenfeller recapped items from the WPUA Managers Committee Meeting held on May 8th and 9th. A community meeting was held for the District's 170 highest water users on May 7th and four (4) members of the public attended the meeting. At this time, 11 customers have signed up for staff to analyze their irrigation system and six (6) customers have signed up for advanced (smart) meters.

DFO Campbell discussed the tour that he and DFC Gubbe provided for URAC members.

Commissioner Topics, Discussion and Reports: Commissioners Olsen, Oosterman and Stearns:

Commissioner Stearns discussed attending the Water Resources Advisory Committee (WRAC) meeting and the presentations that were provided.

Commissioner Stearns asked if there was interest in naming the 1230 Ruddell Road SE PUD Administrative building after a former Commissioner. The other Commissioners felt that perhaps the time to do that was not now, but thought that naming a room after individuals that played a significant part in the PUD's history is something that could be considered. Commissioner Olsen suggested installing a plaque outside of the building acknowledging the people who significantly contributed to acquiring and renovating the building.

Commissioner Oosterman stated that the UTC approved a water rate hike of 70%; GM Weidenfeller was asked to forward the information to the other Commissioners. She also discussed a water advisory meeting on June 3, 2019 that she would like to attend.

Commissioner Olsen discussed attending the International Underground Tanks Emergency Management meeting where they discussed emergency response with underground storage tanks.

Executive Session:

PUD President Olsen announced that the Commissioners would enter into an Executive Session as authorized by 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 6:45 p.m. and was

expected to last for 20 minutes ending at 7:05 p.m. At 7:04 p.m., Commissioner Olsen extended the executive session until 7:15 p.m. At 7:15 p.m. Commissioner Olsen extended the executive session for an additional 10 minutes. Commissioner Olsen announced at 7:25 p.m. that the Commission was leaving the Executive Session and returning to the Regular Meeting.

Adjournment: Commissioner Oosterman made a motion to adjourn meeting at 7:25 p.m. Commissioner Stearns seconded the motion; all in favor. The meeting adjourned at 7:25 p.m.

Assignments:

1. Develop a list of recommendations that have come from the URAC and categorize them as easy or difficult to achieve.
2. Provide the announcement of a UTC water system that received a large rate hike to Commissioners Olsen and Stearns.
3. Follow-up with the Board regarding installation of a plaque on the building and designation of rooms for people that made important contributions to the District.



Russell E. Olsen, Commissioner and President

Attest:


Chris Stearns, Commissioner and Secretary