

**MINUTES OF THE REGULAR MEETING OF DECEMBER 22, 2015  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The second regular meeting for December 2015 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, December 22, 2015, at 921 Lakeridge Way SW, Suite 301, Olympia WA 98502, commencing at 5:00 p.m. Commissioners Russell Olsen, Linda Oosterman and Chris Stearns were present for the meeting. Also present were John Weidenfeller, the District's General Manager (GM), Julie Parker, the District's Chief Financial Officer (CFO), and Kurin Rosado, Clerk to the Board. Kim Gubbe, the District's Operations Manager (OM), and Joe Rehberger, Chief Legal Counsel, were excused for the meeting.

**Call to Order: Commissioner Olsen called the regular meeting to order at 5:00 p.m. The Pledge of Allegiance was recited by all present.**

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

**Consent Calendar:**

Approval of Minutes: December 8, 2015, December 14, 2015

Prequalification of Contractors – Small Works Roster:

- 1) Durels Construction and Management, LLC
- 2) Waunch Constructions and Trucking Inc.
- 3) Sabelhaus West, Inc.
- 4) Wayne's Roofing, Inc.

SMA Contracts: None

Correspondence: None

Travel Approvals: None

Voucher Approval:

Accounts Payable: December 9, 2015, December 16, 2015

Payroll: December 21, 2015

Resolution: None

Other: None

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

**Public Comments:** None

**Discussion Items:**

**Discussion with the Director of the Office of Drinking Water, Department of Health**

Clark Halvorson was in attendance to speak with the Commissioners; he gave an update on current issues and goals for the Office of Drinking Water. Staff and Commissioners engaged in discussion regarding several topics brought forth by Mr. Halvorson.

**Certificates of Appreciation for Contractors/Consultants**

GM Weidenfeller reported on the exceptional service provided by Reliable Electric and Pacific Northwest Pumps to the District over the past few years. In recognition of this excellent service,

GM Weidenfeller recommends that the Commissioners sign certificates of appreciation for these consultants.

**Action Items:**

**Resolution 15-46, Third Revision to the 2015 Capital Budget**

This resolution revises the Capital Budget as discussed during the first meeting in December.

**Commissioner Stearns made a motion to approve Resolution 15-46 as presented:**

**Commissioner Oosterman seconded the motion; all in favor.**

**Legal Report:** None

**Presentations:**

**Staff Presentations:**

**General Manager's Report:** John Weidenfeller, General Manager

GM Weidenfeller provided a written report. He will be out of the office until December 30. The SMA contract with Nisqually Commercial Plaza/RV Park will be terminated effective December 31, 2015; certified mail notice has been sent to the owner of that development. Service will end on January 31, 2016.

**Operations Manager's Report:** Kim Gubbe, Operations Manager

OM Gubbe provided a written report.

**Chief Financial Officer's Report:** Julie Parker, Chief Financial Officer

CFO Parker provided a written report. She reported that overall the District is well within the budgetary allotments for Operations. She also reported that one of the field technicians suffered a work-related accident; Labor and Industries has closed the original claim which has resulted in a hardship for the employee. It is her recommendation that the District join the employee in appealing the closure of the original claim.

**Commissioner Topics, Discussion and Reports:**

Commissioner Stearns attended the WPUA meetings earlier this month. He would like to discuss the positions held by each Commissioner and who will be President/Vice President/Secretary going forward. The Commissioner is also looking into an amendment to law to cover fraud related to impersonation of a public utility employee.

Commissioner Oosterman reported on her Emergency Management group, including new personnel. She has been trying to acquaint herself with the Chamber of Commerce. The Commissioner also spoke to a lecture she enjoyed at the Marriott by a nuclear physicist. She is interested in having a retreat in January.

Commissioner Olsen will be meeting on January 6 with Mr. Ramsey Zimmerman from Thurston Climate Action Team (TCAT). TCAT is also interested in meeting with the Board again.

**At 7:20 p.m., Commissioner Olsen announced that the Board would be entering Executive Session to discuss real estate acquisition, as authorized by RCW 42.30.110 (1)(b), and performance of a public employee, as authorized by RCW 42.30.110 (1)(g), for 20 minutes.**

**At 7:40 p.m., it was announced in the public area that the Executive Session would continue for five more minutes. At 7:45 p.m., the Executive Session was adjourned and the regular meeting was continued. No decisions were made.**

**Summary of Assignments:**

1. Look into scheduling a Commissioner Retreat in January or February.
2. Add a discussion item to the January 12 meeting agenda for Commissioner elections and organizational assignments.

**Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Stearns seconded; all in favor. The meeting was adjourned at 7:45 p.m.**

  
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Russell E. Olsen, Commissioner and President

Attest:

  
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Chris Stearns, Commissioner and Secretary