

**MINUTES OF THE REGULAR MEETING OF JANUARY 28, 2020
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The second regular meeting for January 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, January 28, 2020, at District's administrative office located at 1230 Ruddell Road SE, Lacey, Washington 98503, commencing at 5:00 p.m. Commissioners Russell E. Olsen and Chris Stearns were present for the meeting; Commissioner Oosterman was excused from the meeting. The following District employees were also present:

- 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)
- TaSeana Tartt, Finance and Customer Service Manager (FCSM)
- 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 Stearns made a motion to approve the agenda as amended; Commissioner Olsen seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: January 14, 2020, January 17, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: January 17, 2020, January 24, 2020
- 2) Payroll: January 21, 2020

Other:

- 1) Resolution 20-01, Prairie Ridge Water System Plan
- 2) Resolution 20-02, Cedar Ridge Estates Water System Plan
- 3) Resolution 20-03, Forest Glen Water System Plan
- 4) WPUA Meetings, February 12th through 14th

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

Presentation: Thurston Regional Planning Council (TRPC), Regional Transportation Plan
Two representatives from TRPC were present. Paul Brewster delivered a presentation on the organization's regional transportation plan.

Public Comments:

Commissioner Olsen opened the meeting to public comments. There were two members of the public present. Paul Pickett, a former PUD Commissioner, addressed the Board regarding an initiative to give the District power authority. Guy Hoyle-Dodson also addressed the Board about this matter. Commissioner Olsen closed the public comment portion of the meeting.

Information or Discussion of Operations/Policy Issues:

4th Quarter 2019 Strategic Plan Performance Measures Report

AGM Parker gave a presentation on the 4th Quarter 2019 updates to the Strategic Plan Performance Measures report. Commissioners and staff discussed several topics during the presentation.

Discussion – PUD Employee Health Care Premium

ASM Clemens presented information on the updated health care premium rates for District employees and Commissioners.

Discussion – Employee Overtime Report

AGM Parker presented historical information on overtime for District employees. Commissioner Stearns asked about improved efficiencies at the District. GM Weidenfeller added information about the field staff.

1st Reading – Resolution 20-04, Uncollectible Accounts

FCSM Tartt gave a brief overview of this resolution; AGM Parker gave more information on the resolution. Commissioner Stearns commented on one of the water systems listed in the resolution. Commissioner Olsen asked about collection attempts for the accounts listed in the resolution as well as the collections process.

1st Reading – Resolution 20-05, Management Dashboard Contract

AGM Parker gave a brief overview of this resolution. Since the topic was first introduced to the Board, the contract price has decreased.

Discussion – Agenda for Meeting with Thurston County Commissioners

GM Weidenfeller presented the proposed agenda for the Board's meeting with the Thurston County Commissioners in March. Commissioners and staff discussed this topic.

Discussion – Logo Clothing Order

The Clerk to the Board addressed the logo clothing order for 2020. Commissioners and staff discussed the clothing order.

Action /Approval Item(s): None

Commissioner Signatures/Break: Commissioner Olsen announced a break to sign documents at 6:05 p.m. The regular meeting resumed at 6:25 p.m.

Presentations:

GM Weidenfeller reported on the proposed consolidation project, the Talcott Ridge E. coli issue, and a customer at the Boots and Saddles water system. Commissioner Olsen asked about the Talcott Ridge issue; GM Weidenfeller commended several staff members in regard to their work on this issue. Commissioners and staff discussed feedback, causation, and additional praise due to staff in regard to this issue.

GM Weidenfeller asked DFO Campbell about meter installations, as the field staff team has completed several dozen in the past few days alone. DFO Campbell addressed the Commissioners about this matter.

FCSM Tartt spoke about the new layout for the financial report. Commissioner Olsen asked about water service disconnection and customer service surrounding this process. He also asked about customer payments which FCSM Tartt and AGM Parker addressed. Commissioner Stearns addressed election costs.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns attended the most recent Chehalis Basin Partnership meeting; he addressed the topics covered at that meeting. The Commissioner spoke about attending a former Port of Grays Harbor Commissioner's funeral. He also addressed his testimony during a Senate committee; he made the distinction that his testimony was provided as personal opinion and not representing the District.

Commissioner Olsen spoke about the URAC group. He reported on a meeting he had with the new Director of the Department of Ecology, Laura Watson.

Commissioner Oosterman was excused from the meeting.

Adjournment: Commissioner Stearns made a motion to adjourn the meeting; Commissioner Olsen seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:44 p.m.

Assignments:

- 1) When, and if, he provides it, the GM will forward information to be sent by Mr. Hoyle-Dodson to the Board.
- 2) Per GM Weidenfeller's request, prior to turning over any customers to collections, the responsible supervisor will make a reasonable attempt to contact and speak to the customers listed in Resolution 20-04, Uncollectable Accounts.

- 3) The GM will provide the draft agenda to the County Manager in preparation for the meeting in March between the PUD and County Commissioners.
- 4) List election costs for the General Fund on the Financial Variance report going forward.
- 5) Commissioner Stearns will provide GM Weidenfeller with a contact at the Chehalis Basin Partnership so that staff can provide average water consumption for Group B water systems in Water Resource Inventory Areas (WRIA) 22 and 23.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary