

**MINUTES OF THE REGULAR MEETING OF SEPTEMBER 8, 2020  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The regular meeting for September 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, September 8, 2020, commencing at 5:02 p.m. Commissioners Russell E. Olsen, Linda Oosterman and Chris Stearns were present for the teleconference meeting hosted via Zoom. The following District employees were also present for the meeting:

- 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 5:02 p.m. The Pledge of Allegiance was recited.

**Approval of Agenda:**

**Commissioner Oosterman made a motion to approve the agenda as presented; Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: August 18, 2020, August 25, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: August 26, 2020, September 2, 2020
- 2) Payroll: September 4, 2020

Other: None

**Approval of Consent Calendar:**

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

**Public Comments:**

No members of the public were present.

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

**Update – District Response to COVID-19 Pandemic**

ASM Clemens reported on several topics including extensions of the Governor's proclamations, contact with the Department of Health (DOH) regarding federal funding available to the District, fall school start dates and employees with school-age children, working remotely on a long-term basis, the

recommendation for payroll tax deferral, and emergency operations related to several power outages and nearby fires.

FCSM Tartt will submit a written report at the next regular Commission meeting. She reported on a letter staff will complete; this letter will be sent to the Board of Commissioners of Thurston, Pierce, and Lewis counties regarding available CARES Act funding.

GM Weidenfeller spoke about obtaining funding due to COVID-19. AGM Parker and Commissioner Olsen also spoke about this matter. The GM updated the Board on staff's efforts to obtain funding, as well as further action. DFO Campbell gave an update on the fire reported near the Mima and Bordeaux Roads in the Tenino area which affects several District-owned water systems. Commissioner Oosterman asked about other water systems that may be threatened by fires. Staff spoke about power outages and water system generators; the District recently received calls from two customers inquiring about generators.

#### **Discussion – Chlorination of the Meadows Water System**

DPC Gubbe presented the projected timeline for the chlorination project at the Meadows water system. Commissioner Olsen asked about the communications plan to customers. Commissioner Stearns asked about chlorinating proactively versus reactively; he also asked about managing possible changes to water chemistry after the project is completed. The Board and staff discussed this matter in further detail. The Board approved the presented format for updates on this project going forward.

#### **Action/Approval Item(s):**

There were no action items for approval by the Board.

#### **Commissioner Signatures/Break:**

There were no physical documents to sign.

#### **Presentations:**

GM Weidenfeller reported on the recent meeting with District staff and Butler Cover water system representatives. Staff also met with representatives from the Bethel Green Acres and Vista by the Sea water systems. Commissioner Oosterman asked about the feedback from these meetings.

DPC Gubbe reported on the Zoom meeting for the Thurston County Consolidation Project. Several members of the public attended the meeting, and a Consolidation Project Advisory Committee (CPAC) has been formed, comprised of four volunteers from the Hawley Hills water system. She also spoke about setting a new Water Use Efficiency (WUE) goal for the District. The DPC shared a preliminary timeline for approval of the new WUE goal. Commissioner Stearns asked about the Consolidation Project and how staff is educating customers on the benefits of this project; DPC Gubbe affirmed that customers have been educated on the benefits of the Consolidation Project. Commissioner Oosterman spoke about providing information to the public.

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

Commissioner Stearns spoke about being approached about the District's Memorandum of Understanding (MOU) with Lewis County. He also spoke about inviting other local entities to the 2020 WPUDA Water Workshop. The Board and staff discussed these matters in further detail. Commissioner Stearns attended the recent Thurston Regional Planning Council (TRPC) meeting. The airport was discussed at this meeting. Commissioner Olsen asked about this subject. The Commissioner also reported on a special group created by some Olympic Peninsula counties for the purpose of cataloguing issues experienced in their contact with the Department of Transportation (DOT).

Commissioner Olsen reported on his recent meeting with District staff; they met for the State Auditor's Office (SAO) entrance interview with the Auditor's Office. He spoke about the challenges presented this year due to COVID-19.

Commissioner Oosterman reported that she and GM Weidenfeller met with the Interim Tumwater Fire Chief; she spoke about the discussion at that meeting. The Commissioner also commented about fires currently raging throughout Washington.


**An Executive Session was listed on the agenda. However, Commissioner Olsen declined to hold the Executive Session, and the Board voted to adjourn.**

**Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting adjourned at 5:58 p.m.**

**Assignments:**

- 1) Publish an article regarding power outages and water system generators in the newsletter for October 2020.
- 2) Update the projected timeline for the chlorination project at the Meadows water system.
- 3) Schedule a discussion at the September 15, 2020 Commissioner Workshop on the Lewis County Memorandum of Understanding (MOU). Provide an outline on this document.
- 4) Schedule the following regarding the District's Water Use Efficiency (WUE) goals:
  - a. Discussion item at the October 13, 2020 Commission Meeting
  - b. Public Meeting in October 2020
  - c. Action item for approval at the October 27, 2020 Commission Meeting

  
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Russell E. Olsen, Commissioner and President

Attest:  
  
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Chris Stearns, Commissioner and Secretary