

**MINUTES OF THE REGULAR MEETING OF NOVEMBER 10, 2020
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for November 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, November 10, 2020, commencing at 5:00 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)
- Joe Rehberger, Chief Legal Counsel
- 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; Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: October 20, 2020, October 27, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: October 28, 2020, November 4, 2020
- 2) Payroll: November 5, 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 Comment: None

Information or Discussion of Operations/Policy Issues:

Presentation – Forecast 5 Dashboard Launch

FCSM Tartt presented a demonstration of the Forecast 5 Dashboard platform which has the capability of publishing financial data for both internal and external users. Each Commissioner addressed staff about this matter.

1st Reading – Resolution 20-45, Capital Budget – 2nd Amendment

AGM Parker presented the resolution that recommends changes to the 2020 Capital Budget, including projects deferred until 2021 or later. Commissioner Oosterman asked about the Knowles Road water system and the associated funds for the project. AGM Parker addressed the Commissioner's question.

Discussion – Water System Plan Part A Revisions

GM Weidenfeller and DPC Gubbe presented the revisions to Part A of the District's Water System Plan (WSP) which includes information on water rights and changes based on comments by the Department of Health (DOH). Mr. Rehberger also spoke on water rights. Commissioner Stearns asked about the Pattison water system in relation to water rights and the WSP. DPC Gubbe and Mr. Rehberger addressed the Commissioner's question.

Discussion – New Water System Consolidation Funding

GM Weidenfeller announced that the members of the Country Club Estates HOA voted to become part of the District's water systems. DPC Gubbe presented the two Drinking Water State Revolving Fund (DWSRF) applications for the Vista by the Sea and Pattison water systems. Both systems have several issues that need to be upgraded or replaced. Commissioner Oosterman asked about the proposed surcharge to Vista by the Sea customers; Commissioner Stearns asked about paying the surcharge in advance. GM Weidenfeller and DPC Gubbe addressed the Commissioners' questions.

Action/Approval Item(s):

Resolution 20-35, Water Use Efficiency Goal for All Group A Water Systems

Commissioner Stearns made a motion to approve Resolution 20-35: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 20-36, Approval of Policies and Procedures Manual

Commissioner Oosterman made a motion to approve Resolution 20-36: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 20-37, Professional Services Agreement (PSA) with Skillings, Inc. for the Update of the Tanglewilde-Thompson Place Water System Plan Part B

Commissioner Stearns made a motion to approve Resolution 20-37: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 20-38, 2021 Ad Valorem Tax Levy

Commissioner Oosterman made a motion to approve Resolution 20-38: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 20-39, Substantial Needs Resolution

Commissioner Oosterman made a motion to approve Resolution 20-39: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 20-40, Refund Tax Levy

Commissioner Oosterman made a motion to approve Resolution 20-40: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Resolution 20-44, 2020 Operating Budget – 2nd Amendment

Commissioner Oosterman made a motion to approve Resolution 20-44: Commissioner Stearns seconded the motion; the motion passed with all in favor.

Resolution 20-46, Designation of Applicant Agent

Commissioner Oosterman made a motion to approve Resolution 20-46: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Commissioner Signatures/Break:

There were no physical documents to sign. The Board took a short break at 5:38 p.m., and the meeting resumed at 5:53 p.m.

Presentations:

GM Weidenfeller had no additional information to add to his report, though he announced the vacation time he will be taking later in the week. During the break, AGM Parker made arrangements with Commissioners Olsen and Stearns to get three resolutions signed and sent to Thurston County.

Commissioner Oosterman asked about technical information for the Knowles Road water system. DPC Gubbe, DFO Campbell, and GM Weidenfeller addressed the Commissioner's questions. ASM Clemens spoke about vaccination and essential workers.

Commissioner Topics, Discussions and Reports:

Commissioner Olsen reported on a personal matter. The Commissioner also spoke about the Governor's new Chief of Staff, the State Budget, and the upcoming Legislative Session.

Earlier in the meeting, Commissioner Oosterman asked about emergency radios; GM Weidenfeller addressed the Commissioner's question. Commissioner Oosterman also made a request to have some staff members attend Commission Meetings to discuss their background. The Board and GM Weidenfeller discussed this topic at length.

Commissioner Stearns reported on the meetings he's recently attended, including the Chehalis Basin Partnership group, Thurston Regional Planning Council (TRPC), and the Water Resources Advisory Committee (WRAC).

Public Comment: None

At 6:15 p.m., Commissioner Olsen announced that the Board would enter into an Executive Session to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, as authorized by RCW 42.30.110 (1)(b), and to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, as authorized by RCW 42.30.110 (1)(i), for 15 minutes until 6:30 p.m. The District's Chief Legal Counsel, Mr. Joe Rehberger, was present for the Executive Session. At 6:30 p.m., the Executive Session was closed, and the regular meeting resumed.

Adjournment: Commissioner Stearns made a motion to adjourn the meeting; Commissioner Oosterman seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:30 p.m.

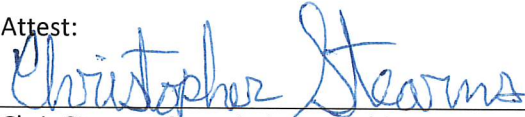
Assignments:

- 1) Include an article in an upcoming newsletter regarding the Forecast 5 Dashboard launch.
- 2) Coordinate with Commissioner Olsen and Commissioner Stearns to get Resolutions 20-38, 20-39, and 20-40 signed and sent to the Thurston County Treasurer.
- 3) Schedule a discussion topic at a later meeting to plan for a Strategic Planning Session for the Commissioners.
- 4) Send an invitation to Commissioner Oosterman for the November 2020 All Staff Meeting.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary