

**MINUTES OF THE REGULAR MEETING OF NOVEMBER 24, 2020
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The second regular meeting for November 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, November 24, 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)
- 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 Oosterman made a motion to approve the agenda; Commissioner Stearns seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: November 10, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: November 11, 2020, November 18, 2020
- 2) Payroll: November 20, 2020

Other: None

Approval of Consent Calendar:

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

Public Comment: None

Information or Discussion of Operations/Policy Issues:

1st Reading – Resolution 20-47, 2021 Water System Revenue and Refunding Bonds

AGM Parker introduced Resolution 20-47, the first reading for the 2021 water system revenue refunding bond. Stacie Amasaki with Foster Garvey was present to answer any questions regarding the resolution; Ms. Amasaki was present for this portion of the meeting only. Commissioner Stearns inquired about the timing of the bond funding; Ms. Amasaki addressed the Commissioner's question.

1st Reading – Resolution 20-48, General Facility Charges

GM Weidenfeller presented the first reading of Resolution 20-48 which would authorize an increase to the District's General Facility Charge (GFC).

Action/Approval Item(s):

Resolution 20-34, Water System Plan – Umbrella Part A

DPC Gubbe gave a brief overview of Resolution 20-34. **Commissioner Stearns made a motion to approve Resolution 20-34: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 20-45, Capital Budget – 2nd Amendment

AGM Parker gave a brief overview of Resolution 20-45. Commissioner Stearns asked about the delay of work due to the COVID-19 pandemic; DPC Gubbe addressed the Commissioner's question.

Commissioner Stearns made a motion to approve Resolution 20-45: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Commissioner Signatures/Break:

There were no physical documents to sign.

Presentations:

GM Weidenfeller reported that DPC Gubbe is submitting three Drinking Water State Revolving Fund (DWSRF) loan applications for the Glen Alder, Vista by the Sea, and Country Club Estates water systems. He also reported on the Pierce County Coordinated Water System Plan. A Utility Rate Advisory Committee (URAC) meeting will be scheduled in December for Emergency Management purposes. The GM will take a vacation day this week.

DPC Gubbe spoke about an additional DWSRF loan application for the Pattison water system. ASM Clemens reported on state-wide restrictions due to the COVID-19 pandemic – there are no changes to current District operations. The ASM also spoke about cancelling janitorial service.

Commissioner Stearns asked about Field Operations and cold season preparation. DFO Campbell addressed this question. GM Weidenfeller reported on a meeting with the Meadows water system regarding chlorination of that system; ASM Clemens also reported on this topic. The Commissioners and staff discussed this topic at length.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns will attend the WPUA Annual Conference in December; he spoke about the Water Committee meeting scheduled on December 2, 2020. Commissioner Stearns also spoke about Washington State's capital budget. This prompted a discussion among the Board regarding the State budget and the upcoming Legislative Session. Commissioner Stearns also met with a PUD group regarding a Department of Transportation (DOT) culvert replacement project. GM Weidenfeller gave an update on a road project that effects the Pattison water system.

Commissioner Oosterman will attend an upcoming Thurston County Emergency Management meeting in December. The Commissioner also spoke about plans for COVID-19 vaccination. ASM Clemens, GM Weidenfeller, and the Board discussed this topic at length.

Commissioner Olsen had no additional information to report.

Public Comment: None

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

Assignments:

- 1) Schedule a meeting with the URAC group in December. Coordinate with Commissioner Oosterman regarding this meeting for Emergency Management.
- 2) Schedule a recurring discussion item for Commission Meetings and Commissioner Workshops regarding COVID-19 updates.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary