

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

The first regular meeting for December 2020 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on Tuesday, December 8, 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)
- 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 17, 2020, November 24, 2020

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: November 25, 2020, December 2, 2020
- 2) Payroll: December 4, 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:**

**Discussion and Update – COVID-19**

GM Weidenfeller gave an update on the extension of the Governor's eviction and disconnection moratorium. Commissioner Stearns asked about the extension; Commissioner Olsen spoke about news he may come across in his work with the state governmental offices.

**Discussion – Commissioner Workshop Meetings**

GM Weidenfeller offered a suggestion to continue the Commissioner Workshop meetings through the first part of 2021. The Board spoke at length with GM Weidenfeller regarding this topic. The Board also discussed the Strategic Planning Session with staff. Upon further review, the Board agreed to continue Commissioner Workshops on the third Tuesdays of each month through April 2021; the Commissioners also scheduled a Strategic Planning Session on Tuesday, January 19, 2021.

**Discussion – Consolidation Project Water System Naming**

DPC Gubbe reviewed her work on the Consolidation Project, specifically naming of the new system. Based on the feedback received from the public, the proposed water system name is Hawley Hills.

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

**Resolution 20-47, 2021 Water System Revenue and Refunding Bonds**

Commissioner Stearns asked about the refunding aspect of the bonds referenced in this resolution. AGM Parker addressed the Commissioner's question. **Commissioner Stearns made a motion to approve Resolution 20-47: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Resolution 20-48, General Facility Charges**

GM Weidenfeller briefly reviewed Resolution 20-48 which was introduced at the second regular meeting in November. Commissioner Stearns made a request to review this fee on a regular basis. The Board and staff discussed this topic at length. **Commissioner Stearns made a motion to amend Resolution 20-48 to include language regarding a regular review of the District's General Facility Charge. However, this motion was withdrawn. Commissioner Oosterman made a motion to table Resolution 20-48 until the Commissioner Workshop on December 15, 2020 for reconsideration: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Commissioner Signatures/Break:**

There were no physical documents to sign.

**Presentations:**

GM Weidenfeller reported on correspondence sent to property owners of the Timberline Village water system regarding the system's permit status and exempt wells. Commissioner Stearns asked about the water right and if this will cover those customers waiting for connections; GM Weidenfeller and DPC Gubbe addressed this question.

AGM Parker reported on this year's audit; a preliminary audit report was previously sent to the Commissioners, and there were no findings by the State Auditor's Office (SAO). Commissioner Olsen spoke about his contact with SAO and his experience as the audit lead this year. DFO Campbell gave a brief update of the Meadows water system chlorination project. The Commissioners and the DFO spoke about this project and prior public meetings.

**Commissioner Topics, Discussions and Reports:**

Commissioner Olsen received several emails and phone calls regarding schools and their broadband status. He hopes to have an update for the Commissioners during the first part of 2021. The

Commissioner recently attended a Thurston Regional Planning Council (TRPC) meeting in place of Commissioner Stearns.

Commissioner Oosterman has two upcoming meetings: Emergency Management and the Re-Wire Conference. The Commissioner spoke about COVID-19 vaccinations and the WPUDA meetings she recently attended.

Commissioner Stearns added to the discussion on recent WPUDA meetings, since he also attended the WPUDA Annual Conference. He will attend a Water Resources Advisory Committee (WRAC) on December 14, 2020.

**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 6:14 p.m.**

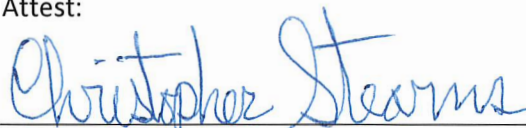
**Assignments:**

- 1) Advertise for Commissioner Workshops on the third Tuesdays through April 30, 2021. Schedule these meetings via the Zoom teleconferencing platform.
- 2) Advertise for the Strategic Planning Session on January 19, 2021 from 10:00 a.m. to 2:00 p.m. Schedule this meeting via the Zoom teleconferencing platform.
- 3) Remove the Strategic Planning Session discussion item from the January 12, 2021 Commission Meeting agenda.
- 4) Follow up with WPUDA regarding the 2021 meeting schedule. Forward this information to the Commissioners, and update the projected Commission Meeting agenda for 2021.
- 5) Schedule appointments with all three Commissioners to sign Resolution 20-47 on December 9, 2020.
- 6) Add Telecommunications and COVID-19 Updates as discussion items to the agendas of all upcoming Commissioner Workshops and Commissioner Meetings.
- 7) Amend Resolution 20-48 to include language about an annual review of the General Facility Charge. Schedule this resolution for review at the Commissioner Workshop on December 15, 2020, and as an action item at the Commission Meeting on December 22, 2020.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary