

MINUTES OF THE REGULAR MEETING OF JULY 27, 2021
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for July 2021 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on July 27, 2021, 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)
- Ruth Clemens, Administrative Services Manager (ASM)
- 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 presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: July 13, 2021

Prequalification of Contractors: American Pump & Electric

SMA Contracts: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: July 14, 2021, July 21, 2021
- 2) Payroll: July 20, 2021

Other:

- 1) Resolution 21-37, Authorization to Surplus
- 2) Emergency Waiver of Competitive Bidding Requirements, Tanglewilde-Thompson Place Well Pump Failure – July 21, 2021

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:

Introduction & Discussion – New URAC Applicant

GM Weidenfeller introduced Howard Bowles, a recent applicant to the District's Utility Rate Advisory Committee (URAC). Mr. Bowles, a Quail Run water system customer, spoke about his background and

his interest in water. Each Commissioner addressed Mr. Bowles and spoke about their own backgrounds.

Discussion – COVID-19 Updates

ASM Clemens reported on a recent update by the Centers for Disease Control (CDC) on mask directives in areas significantly affected by COVID-19. Due to this updated report, all PUD employees, regardless of vaccination status, will continue to wear masks indoors. The ASM also spoke about the COVID-19 variants, and she confirmed that staff is moving forward with the return-to-work date of September 7, 2021 for District employees. Commissioners Oosterman and Stearns spoke about the Delta variant. Commissioner Olsen recognized GM Weidenfeller’s efforts to encourage vaccination of District staff.

Discussion – Broadband and Telecommunications

ASM Clemens reported on a meeting with the City of Yelm which covered the work being done with the Yelm Community Schools and the Yelm Timberland Library. The ASM also reported that the District was awarded the Community Economic Revitalization Board (CERB) grant, to be used for the Broadband Project’s feasibility study. Commissioner Stearns asked about the source of funds made available by the CERB grant, and Commissioner Olsen asked about meetings with the cities of Tenino and Rainier. ASM Clemens addressed the Commissioners’ questions.

Discussion – Strategic Plan Performance Measures Report (Update for Second Quarter 2021)

AGM Parker presented the second quarter update to the Strategic Plan Performance Measures Report. Commissioner Stearns asked about the financial dashboard and how it relates to the Board’s Strategic Plan. Commissioner Olsen inquired about the Pattison water system and how this data has been incorporated into this report. The AGM addressed the Commissioners’ questions.

First Reading – Resolution 21-38, DWSRF Contract for Country Club Estates Water System

GM Weidenfeller introduced Resolution 21-38 which would authorize GM Weidenfeller to sign the Drinking Water State Revolving Fund (DWSRF) loan contract for the Country Club Estates water system. Commissioner Olsen is excused from the next regular meeting on August 10, 2021, but he conveyed his support for this resolution; the Commissioner also asked for GM Weidenfeller to coordinate with Commissioner Stearns on action and approval items for that meeting. Commissioner Stearns asked about the scope of work for this project. GM Weidenfeller addressed Commissioner Stearns’ question.

First Reading – Resolution 21-39, DWSRF Contract for Pattison Water System

GM Weidenfeller introduced Resolution 21-39 which would authorize GM Weidenfeller to sign the Drinking Water State Revolving Fund (DWSRF) loan contract for the Pattison water system. Commissioner Stearns asked about possible issues with well placement for this system. GM Weidenfeller addressed the Commissioner’s question.

Action/Approval Items:

Appointment of New URAC Member

Commissioner Olsen commented on the impact Mr. Bowles may have on the URAC group due to his background and expertise. **Commissioner Stearns made a motion to appoint Howard Bowles to the Utility Rate Advisory Committee (URAC) as the first Pierce County customer; Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

Resolution 21-29, Policies and Procedures Update

AGM Parker briefly presented Resolution 21-29 which would approve changes to Policy 400-004 Disability Accommodation in Employment. **Commissioner Oosterman made a motion to adopt Resolution 21-29 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Resolution 21-30, Policy on Exempt Wells in PUD Service Area

GM Weidenfeller briefly presented Resolution 21-30 which would establish the District's policy on exempt wells in the District's service area. The Board discussed this matter at length with GM Weidenfeller. **Commissioner Oosterman made a motion to adopt Resolution 21-30 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Commissioner Signatures/Break: None

Presentations:

GM Weidenfeller submitted a written report, but he had no additional information to report. Commissioner Olsen asked about water availability in light of the current weather pattern in the area. GM Weidenfeller spoke about the Keanland Park water system and the District-owned systems as a whole. The Board discussed this matter at length with GM Weidenfeller and DPC Gubbe.

AGM Parker reported on a meeting she recently attended with the Public Utility Risk Management Services (PURMS) regarding the state's Long-Term Care Trust Act. The AGM discussed the provisions of the program and the options to be offered to employees; she answered a question from Commissioner Stearns about the costs of the program after an employee retires.

DFO Campbell presented highlights from his report. DPC Gubbe reported that the Sward and Platt Consolidation Project Invitation to Bid was just advertised earlier that day. Commissioner Olsen relayed positive feedback he received from a customer who received a mechanical water timer. DPC Gubbe also spoke about the City of Olympia intertie at the Tanglewilde-Thompson Place water system.

ASM Clemens addressed a new Washington State support program available called Care Connect WA, for people who have tested positive for COVID-19 or been exposed. FCSM Tartt had no additional information to report, but she communicated that the District's financial information is as expected. Commissioner Stearns asked about the District's tax revenues, and he spoke about the current Medic One Levy in Thurston County. The FCSM addressed the Commissioner's question.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns recently attended the July Association Meetings for WPUA. The Commissioner also attended the follow up meeting to the Thurston Regional Planning Council (TRPC) retreat.

Commissioner Oosterman also attended the July Association Meetings for WPUA and continued her work on emergency management issues.

Commissioner Olsen reported on an email he received from a representative from Comcast to create a meeting regarding the Broadband Project. The Commissioner also spoke about a personal matter.

Executive Session:

An Executive Session was listed on the agenda, however Commissioner Olsen declined to enter into an Executive Session.

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 6:17 p.m.

Assignments:

- 1) Coordinate with Commissioner Stearns regarding action and approval items for the next regular meeting on Tuesday, August 10, 2021. Commissioner Olsen is excused from this meeting.

Christopher Stearns

[Christopher Stearns \(Aug 12, 2021 11:37 PDT\)](#)

Christopher Stearns, Commissioner and Vice President

Attest:

Linda Oosterman

[Linda Oosterman \(Oct 25, 2021 15:42 PDT\)](#)

Linda Oosterman, Commissioner and Secretary









Minutes 07272021

Final Audit Report

2021-10-25

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