

**MINUTES OF THE REGULAR COMMISSION MEETING OF APRIL 26, 2022**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The second regular Commission meeting for April 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on April 26, 2022 and commenced at 5:00 p.m. Commissioners Linda Oosterman, Russell E. Olsen, and Chris Stearns were present for the hybrid meeting hosted via Zoom video conferencing and in-person at District Headquarters, located at 1230 Ruddell Road SE, Lacey, Washington 98503. The following personnel 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)
- Edlira Kuka, Government & Regulatory Affairs Manager with Comcast, Washington Region
- 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 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Consent Calendar:**

Approval of Minutes: April 12, 2022  
Prequalification of Contractors: None  
Correspondence: None  
Voucher Approval:  
1) Accounts Payables: April 13, 2022, April 20, 2022  
2) Payroll: April 20, 2022  
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:**

**Presentation – Comcast Broadband Projects**

Edlira Kuka, Governmental and Regulatory Affairs Manager with Comcast, presented information on the current program offerings for Comcast throughout the region. GM Weidenfeller and the Board asked posed several questions to Ms. Kuka regarding Comcast programs, partnerships, and other topics.

**Discussion – COVID-19 Updates**

ASM Clemens briefly discussed the items listed on her COVID-19 update report.

**Discussion – Strategic Plan Performance Measures Report, Update for First Quarter 2022**

AGM Parker briefly presented the Strategic Plan Performance Measures Report which was updated to include data for January through March 2022.

**Discussion – 2022 Conservation Measures Program**

DPC Gubbe presented the proposed conservation measures for 2022: residential toilet rebates, smart meters, shower timers, and garden timers. Commissioner Stearns asked about the popularity of the timers, and DPC Gubbe addressed the Commissioner's question.

**First Reading – Resolution 22-15, Surplus Equipment**

AGM Parker briefly presented Resolution 22-15 which would give District staff the authorization to surplus and dispose of equipment and materials that are no longer used or needed. Commissioner Olsen asked about the surplus process, and Commissioner Stearns asked about leasing versus owning computers and other technological equipment. GM Weidenfeller and AGM Parker addressed the Commissioners' questions.

**Action/Approval Items:**

**Proclamation for Drinking Water Week, May 1-7, 2022**

GM Weidenfeller presented the proposed proclamation for Drinking Water Week which will be celebrated May 1, 2022 through May 7, 2022. The Clerk to the Board described employee appreciation initiative for Drinking Water Week. **Commissioner Stearns made a motion to approve the proclamation as stated: Commissioner Oosterman seconded the motion; the motion passed with all in favor.**

**Resolution 22-11, Garden Acres 1 (601) and Marshall (228) Pumphouse Contract and Resolution 22-12, Brown S Prairie (249) Pumphouse Contract**

GM Weidenfeller presented the Board with background information on these two resolutions and asked that the Board table the resolutions. **Commissioner Oosterman made a motion to table Resolution 22-11 and Resolution 22-12: Commissioner Stearns seconded the motion: the motion passed with all in favor.**

**Resolution 22-14, Revoke Resolution 22-13 (Shake Alert Seismic Valve Retrofit, Tanglewilde-Thompson Place (600) Water System)**

GM Weidenfeller introduced Resolution 22-14; this resolution would revoke Resolution 22-13 which was approved at the last Commission meeting on April 12, 2022. DPC Gubbe discussed the bidding process for the seismic valve retrofit at the Tanglewilde-Thompson Place (600) water system. Commissioner Stearns spoke about seismic retrofits and attempts to educate legislators on this issue. **Commissioner Oosterman made a motion to approve Resolution 22-14 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

**Commissioner Signatures/Break: None**

**Presentations:**

GM Weidenfeller encouraged the Board to review the PFAS information listed in his report. The GM also spoke about a letter going out to Easter Day (271) water system customers regarding possible installation of a PFAS treatment system for this water system.

AGM Parker reminded the Board to turn in their per diem information. DPC Gubbe notified the Board that the District was awarded a Federal Emergency Management (FEMA) grant for generators at the Meadows (690) water system. Later in the meeting, the DPC addressed backflow testing for District customers and the new processes for cross-connection control management.

FCSM Tartt spoke about letters that will be sent to residential customers with higher water consumption, in preparation for the summer months. Commissioner Olsen thanked staff for being proactive. GM Weidenfeller prompted the FCSM to speak about letters soon to be sent for several different systems and a range of topics; FCSM Tartt spoke at length. Commissioner Olsen asked about offering the District's Budget Billing program for higher-consumption customers, and Commissioner Stearns asked about the number of customers utilizing this program. FCSM Tartt addressed the Commissioners' questions and spoke about a current disconnection process for customers that have not submitted service applications.

DFO Campbell and ASM Clemens presented information on the District staff's intention to create two separate teams within Field Operations, headed by lead workers for both teams. GM Weidenfeller briefly spoke about this topic as well, and he confirmed that this proposal is consistent with the approved budget for 2022. Commissioner Stearns made a statement about the Board supporting staff training.

**Commissioner Topics, Discussions and Reports:**

Commissioner Stearns recently attended a Water Resources Advisory Committee (WRAC) meeting, and he spoke about the topics discussed at that meeting. The Commissioner also discussed the upcoming deadline to comment on the Washington Water Trust and water banking. Commissioner Stearns also briefly addressed the Green Cove Culvert replacement project at the Country Club (679) water system.

Commissioner Oosterman has several upcoming meetings. The Commissioner spoke with DPC Gubbe about attending the upcoming maritime workshop related to emergency management.

Commissioner Olsen reported on a personal matter.

**Executive Session:**

Although an Executive Session was listed on the agenda, Commissioner Olsen declined to enter one.

**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 6:13 p.m.**

**Assignments:**

- 1) Forward the contact information for the community action council/departments for Thurston and Pierce counties to Edlira Kuka with Comcast.

- 2) Add a resolution regarding the Residential Toilet Rebates to the next regular Commission meeting agenda scheduled on May 10, 2022.
- 3) Add a resolution for the FEMA grant generator contract for the Meadows (690) water system to the consent calendar at an upcoming Commission meeting.
- 4) Follow up regarding the Thurston County Board of Commissioners' decision on the Green Cove Culvert Replacement Project at the Country Club (679) water system.

  
\_\_\_\_\_  
Russell E. Olsen, Commissioner and President

Attest:

  
\_\_\_\_\_  
Chris Stearns, Commissioner and Acting Secretary