

MINUTES OF THE REGULAR COMMISSION MEETING OF JUNE 14, 2022
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The first regular Commission meeting for June 2022 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on June 14, 2022 and commenced at 5:00 p.m. Commissioners 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. Commissioner Linda Oosterman was excused from the meeting. 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)
- 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 excuse Commissioner Oosterman from the meeting; Commissioner Olsen seconded the motion; the motion passed with all in favor. Commissioner Stearns made a motion to approve the agenda as amended (including Commissioner Oosterman's excusal); Commissioner Olsen seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: May 24, 2022

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: May 25, 2022, June 1, 2022, June 8, 2022
- 2) Payroll: June 5, 2022

Other:

- 1) Resolution 22-19, Legal Services Contract Amendment
- 2) Resolution 22-20, Revised Strategic Plan
- 3) Resolution 22-21, Authorization to Surplus Equipment
- 4) Resolution 22-22, Hydrogeologic Contract, Pattison (500) Water System

Approval of Consent Calendar:

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

Public Comment: None

Information or Discussion of Operations/Policy Issues:

Discussion – WIFIA Program Overview

FCSM Tartt introduced the Water Infrastructure Finance and Innovation Act (WIFIA) Program, administered by the Environmental Protection Agency (EPA). The Board held an in-depth conversation with staff regarding this topic. GM Weidenfeller will submit a letter in support of WIFIA loans in the future.

Discussion – District Vehicle Replacement

AGM Parker gave an update on the District's vehicle fleet and replacement issues. The AGM asked for approval to order additional vehicles now, as these vehicles will not be delivered until mid- to late 2023. DPC Gubbe also spoke about fleet repair and replacement issues. Commissioner Stearns asked about the increase in mileage after the Board allowed employees to take District vehicles home following the COVID-19 pandemic and budgeting for this increase. FCSM Tartt and GM Weidenfeller addressed the Commissioner's question. Both Commissioners addressed this topic more in depth. **Commissioner Olsen made a motion to support staff's proposal for vehicle replacement; Commissioner Stearns seconded the motion; the motion passed with all in favor.**

WPUDA Quarterly Water Committee Meeting – June 23, 2022, 9:00 a.m. to 1:00 p.m. & WPUDA July Association Meetings in Wenatchee – July 13-15, 2022

GM Weidenfeller reminded the Board of the two upcoming WPUDA meetings in June and July. Commissioner Stearns asked about the GM's participation at the Water Committee meeting, and the GM addressed this question.

First Reading – Resolution 22-23, Construction Contract, 6800 Meridian Road Remodel

DPC Gubbe introduced Resolution 22-23 which would award the construction contract for remodel work at the new District Field Office located at 6800 Meridian Road. The project is still out to bid but will be updated in time for the second reading at the second Commission meeting in June.

First Reading – Resolution 22-24, Developer Agreement, Manor House Development, Pattison (500) Water System

GM Weidenfeller introduced Resolution 22-24 which would grant authorization to enter into a developer agreement for a new development planned adjacent to the Pattison (500) water system service area. Commissioner Stearns asked if the planned additions to the Pattison (500) water system will improve water service at this system as a whole; GM Weidenfeller, DPC Gubbe, and DFO Campbell addressed the Commissioner's question.

First Reading – Resolution 22-25, Amendment to Resolution 18-06, Utility Rate Advisory Committee

ASM Clemens introduced Resolution 22-25 which would amend the guidelines for the Utility Rate Advisory Committee (URAC) as set forth in Resolution 18-06. Commissioner Olsen spoke briefly about this topic.

Action/Approval Items: None

Commissioner Signatures/Break: None

Presentations:

Commissioner Olsen asked about recent water system outages. DFO Campbell addressed the Commissioner's question at length. ASM Clemens reported on a tabletop exercise implemented for the Planning and Compliance Team and the favorable results for the District. The ASM also notified the Board of an open house event planned for the new District Field Office on July 2, 2022.

DPC Gubbe and ASM Clemens spoke about the Cascadia Rising exercise series they recently attended. Commissioner Olsen and Commissioner Stearns spoke about this topic at length.

FCSM Tarrt reported on several topics including Consumer Confidence Reports (CCRs) notifications prior to July 1, 2022, administrative on-call staff, and several letters to be sent to District customers. DPC Gubbe also addressed the communications from District staff to customers that were recently sent and planning for the near future.

GM Weidenfeller reported on the recently chosen candidate for the Field Operations Lead Worker.

Commissioner Topics, Discussions and Reports:

Commissioner Stearns discussed recently attending the Water Resources Advisory Committee (WRAC). The Commissioner was also contacted by a water consultant regarding the District-owned water systems near McCleary.

Commissioner Olsen reported on a personal matter. The Board discussed the healthcare industry and the effect the COVID-19 pandemic has had on it. Commissioner Olsen also reported on a scam he became aware of related to water bills (not associated with the District).

Commissioner Olsen asked about a website renovation project planned for the District. ASM Clemens and AGM Parker addressed the Commissioner's question. ASM Clemens spoke about website contact information and avoiding spam and/or scams. Commissioner Stearns asked about the status of the Green Cove Creek Culvert Replacement Project with the Thurston County Board of Commissioners, and the Board discussed this topic further. GM Weidenfeller addressed the Commissioner's question.

Executive Session: None

Adjournment: Commissioner Stearns made a motion to adjourn the meeting; Commissioner Olsen seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:20 p.m.

Assignments:

- 1) If two or more Commissioners will be present at the Field Office Open House event on July 2, 2022, advertise accordingly.
- 2) Contact Commissioner Olsen to schedule a walk-through of the new District Field Office prior to July 2, 2022.
- 3) Contact the appropriate staff regarding selling District-owned water systems located in Grays Harbor County.
- 4) Per Commissioner Stearns' suggestion, post a scam alert on the District website.
- 5) Remove email addresses for the Board and Senior Leadership Team from the District's website to reduce spam emails to the District and its customers.



Russell E. Olsen, Commissioner and President

Attest:



Christopher Stearns, Commissioner and Acting Secretary