

MINUTES OF THE REGULAR COMMISSION MEETING OF OCTOBER 22, 2024
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for October 2024 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on October 22, 2024. The meeting commenced at 5:04 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. District staff present at the meeting include:

- Julie Parker, Assistant General Manager
- Kim Gubbe, Director of Planning and Compliance (DPC)
- Jim Campbell, Director of Field Operations (DFO)
- TaSeana Tartt, Finance Director (FD)
- Kurin Miller, Administrative Services Coordinator (ASC) and Clerk to the Board
- Kalelia Gipson, Customer Service Representative and Associate Clerk to the Board

Call to Order:

Commissioner Oosterman called the regular meeting to order at 5:04 p.m. The Pledge of Allegiance was recited.

Approval of Agenda:

Commissioner Stearns made a motion to approve the agenda as amended: Commissioner Olsen seconded the motion; the motion passed with all in favor.

Consent Calendar:

Approval of Minutes: October 8, 2024

Prequalification of Contractors: CSE, LLC – Capital Septic & Excavation, LLC

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: October 9, 2024, October 16, 2024
- 2) Payroll: October 21, 2024

Other:

- 1) Schedule Public Hearing for Cedar Shores Generator Surcharge on November 12, 2024
- 2) Resolution 24-44, DWSRF Loan Contract for East Olympia 684 PFAS Remediation
- 3) Resolution 24-45, DWSRF Loan Contract for Cooperfield 678 PFAS Remediation
- 4) Resolution 24-46, DWSRF Loan Contract for Lazy Acres 351 PFAS Remediation
- 5) Resolution 24-47, DWSRF Loan Contract for Burnsville 676 PFAS Remediation
- 6) Resolution 24-55, Public Records Index
- 7) Reminder: WPUA Association Meetings, November 13-15, 2024

Approval of Consent Calendar:

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

Public Comment: None

Information or Discussion of Operations/Policy Issues:

Strategic Plan Performance Measures and Action Steps Report – 3rd Quarter 2024

AGM Parker presented the 3rd quarter updates for the Strategic Plan Performance Measures and Action Steps report.

Discussion – Cedar Shores 677 Generator Surcharge

AGM Parker introduced a proposed surcharge to install a generator at the Cedar Shores 677 water system. AGM Parker addressed several questions from the Board about the proposed project, future votes by the community, the proposed surcharge, maintenance, and addressing security issues at the project site.

Discussion – Proposed 2025 Commissioner Elections and Assignments on November 26, 2024

The Board discussed this topic and decided to address this topic at the regular Commission meeting on December 12, 2024, after the election certification date.

1st Reading – Resolution 24-51, DWSRF Loan Contract for Whiskey Hollow 670 Remediation

DPC Gubbe introduced Resolution 24-51 which would authorize the General Manager to sign a contract for the Drinking Water State Revolving Fund (DWSRF) loan for the PFAS remediation project at the Whiskey Hollow 670 water system.

1st Reading – Resolution 24-52, DWSRF Loan Contract for Tanglewilde-Thompson Place 600 PFAS Remediation

DPC Gubbe introduced Resolution 24-52 which would authorize the General Manager to sign a contract for the Drinking Water State Revolving Fund (DWSRF) loan for the PFAS remediation project at the Tanglewilde-Thompson Place 600 water system. Commissioner Oosterman asked about the feasibility of getting the remediation projects completed within the two-year timeline imposed by the DWSRF loan contracts; DPC Gubbe addressed the Commissioner's question.

1st Reading – Resolution 24-54, Refund Tax Levy

AGM Parker introduced Resolution 24-54 which would authorize a refund levy to recover for lost tax dollars due to refunds given to taxpayers because of changes in value. AGM Parker elaborated on this process, per Commissioner Oosterman's request.

Action/Approval Items:

Resolution 24-42, Policies and Procedures Update

AGM Parker addressed Resolution 24-42 and the proposed changes to District Policy 100-032 Travel. **Commissioner Olsen made a motion to adopt Resolution 24-42 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.**

Resolution 24-43, DWSRF Loan Contract for Prairie Ridge 605 Consolidation

Commissioner Olsen made a motion to adopt Resolution 24-43 as presented: Commissioner Oosterman seconded the motion; the motion passed with all in favor.

Resolution 24-49, Sale of Kitsap County Water Systems

AGM Parker addressed Resolution 24-49 and answered a question by Commission Stearns on due diligence and other potential water system owners in the area. **Commissioner Olsen made a motion to**

adopt Resolution 24-29 as presented: Commissioner Stearns seconded the motion; the motion passed with all in favor.

Presentations:

AGM Parker reported on upcoming water system tours with Lewis County representatives. Commissioners Oosterman and Stearns asked about potential transfer of ownership for all Lewis County water systems, and this topic was discussed with AGM Parker. The AGM also reported on a Municipal Water Law memo sent out by John on October 16, 2024. The Board then discussed the District's assets in terms of response during emergencies and natural disasters for emergency management purposes.

FD Tartt reported that water service disconnections have resumed. Later in the meeting, the FD gave a brief update on the financial variance report submitted for the meeting. AGM Parker reported that the open Administrative Assistant I position in Planning and Compliance has been filled.

DFO Campbell reported briefly on several items including two employees that recently returned from leave and the first water system tour in Packwood. Commissioners Stearns and Oosterman asked about the additional system connections approved for the Timberline Village 628 water system. The Board discussed this topic with staff at length.

DPC Gubbe reported on invitations received to complete FEMA grant applications for a few projects and her team's work on this topic.

Commissioner Topics, Discussions, and Reports:

Commissioner Olsen asked that he be excused from the regular Commission meeting on November 12, 2024, if he cannot attend.

Commissioner Stearns attended the most recent Water Resources Advisory Committee (WRAC), and he discussed the topics covered at that meeting.

Earlier in the meeting, Commissioner Oosterman asked about the number of employees at the District; this information will be used to complete a survey sent out by the Chamber. The Commissioner spoke about a conversation she had with Sam Hunt regarding a Supreme Court Justice and water law. The Board discussed this topic at length.

Executive Session: None

Adjourn: Commissioner Olsen made a motion to adjourn the meeting; Commissioner Stearns seconded the motion; the motion passed with all in favor. The meeting adjourned at 6:04 p.m.

Assignments:

- 1) Excuse Commissioner Olsen from the regular Commission meeting on November 12, 2024, if necessary.
- 2) Per Commissioner Oosterman's request, please include as much information as possible in the agenda packet for the Cedar Shores 677 water system generator installation and proposed surcharge for Commissioner Olsen.

- 3) Schedule an Action Item regarding "2025 Commissioner Elections and Assignments," at the regular Commission meeting on December 10, 2024.
- 4) Add Resolutions 24-51 and 24-52 to the Consent Calendar for the next regular Commission meeting on November 12, 2024.

Russell E Olsen

Russell E Olsen (Nov 13, 2024 08:38 PST)

Russell E Olsen, Commissioner and Vice-President

Attest:

Christopher Stearns

Christopher Stearns (Nov 13, 2024 10:17 PST)

Christopher Stearns, Commissioner and Secretary











Minutes 10222024

Final Audit Report

2024-11-13

Created:	2024-11-13
By:	Julie Parker (julieparker@thurstonpud.org)
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Transaction ID:	CBJCHBCAABAAaTbFQO8TWoHNufUuT19aFOYaaNMDBWOr

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-  Document created by Julie Parker (julieparker@thurstonpud.org)
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-  Document emailed to rolsen@thurstonpud.org for signature
2024-11-13 - 1:05:42 AM GMT
-  Email viewed by rolsen@thurstonpud.org
2024-11-13 - 4:37:57 PM GMT
-  Signer rolsen@thurstonpud.org entered name at signing as Russell E Olsen
2024-11-13 - 4:38:22 PM GMT
-  Document e-signed by Russell E Olsen (rolsen@thurstonpud.org)
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-  Document emailed to cstearns@thurstonpud.org for signature
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-  Signer cstearns@thurstonpud.org entered name at signing as Christopher Stearns
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-  Document e-signed by Christopher Stearns (cstearns@thurstonpud.org)
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