

**MINUTES OF THE REGULAR COMMISSION MEETING OF NOVEMBER 26, 2024**  
**OF**  
**PUBLIC UTILITY DISTRICT NO. 1**  
**OF**  
**THURSTON COUNTY, WASHINGTON**

The second regular meeting for November 2024 of the Commissioners of Public Utility District No. 1 of Thurston County was called to order on November 26, 2024. The meeting 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 Oosterman was excused from the meeting. District staff present at the meeting include:

- John Weidenfeller, General Manager (GM)
- Kim Gubbe, Director of Planning and Compliance (DPC)
- Jim Campbell, Director of Field Operations (DFO)
- TaSeana Tartt, Finance Director (FD)
- Diana Kutok, Administrative Assistant
- 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 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 approve the agenda as amended: Commissioner Olsen seconded the motion; the motion passed with all present in favor.**

**Consent Calendar:**

Approval of Minutes: November 12, 2024

Prequalification of Contractors: None

Correspondence: None

Voucher Approval:

- 1) Accounts Payables: November 13, 2024, November 20, 2024
- 2) Payroll: November 20, 2024

Other:

- 1) Reminder: PUD Winter Celebration, December 13, 2024
- 2) Excuse Commissioner Oosterman from the Regular Commission Meeting on November 26, 2024
- 3) Emergency Waiver of Competitive Bidding Requirements – Electrical Line Break at the LCUC Water Systems – November 23, 2024

**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 present in favor.**

**Public Comment:** None

**Information or Discussion of Operations/Policy Issues:**

**Introduction of New District Employee – Diana Kutok, Administrative Assistant**

DPC Gubbe introduced Diana Kutok, the District's new Administrative Assistant. Both Commissioners spoke briefly to Ms. Kutok about working at the District.

**Discussion – Agenda for the Board's Strategic Planning Meeting, December 3, 2024**

Commissioner Olsen introduced this discussion topic and asked that the Board wait until January 2025 to ensure that Commissioner Oosterman can fully participate.

**1<sup>st</sup> Reading – Resolution 24-59, 2<sup>nd</sup> Amended 2024 Operating Budget**

FD Tartt introduced Resolution 24-59 which would adopt the second amendment to the 2024 Operating Budget. FD Tartt discussed the changes proposed in the resolution. Commissioner Stearns asked about staff's preparation for expected increases in 2025 related to tariffs and other inflationary considerations. FD Tartt addressed the Commissioner's question.

**1<sup>st</sup> Reading – Resolution 24-60, 2<sup>nd</sup> Amended 2024 Capital Budget**

FD Tartt introduced Resolution 24-60 which would adopt the second amendment to the 2024 Capital Budget. FD Tartt discussed the changes proposed in the resolution. Commissioner Olsen asked about the increase in credit card fees. GM Weidenfeller and FD Tartt addressed the Commissioner's question.

**Action/Approval Items:**

**Resolution 24-58, Cedar Shores 677 Generator Surcharge**

**Commissioner Stearns made a motion to adopt Resolution 24-58 as presented: Commissioner Olsen seconded the motion; the motion passed with all present in favor.**

**Motion to Cancel the Strategic Planning Meeting, December 3, 2024**

**Commissioner Stearns made a motion to cancel the special Commission meeting previously scheduled on December 3, 2024: Commissioner Olsen seconded the motion; the motion passed with all present in favor.**

**Presentations:**

GM Weidenfeller reported on several items, including potential water system acquisitions in Thurston County, a planned pump house replacement for the Country Club (679) water system, PFAS remediation and water system grants, and the updates to Washington State Department of Ecology Policies 1010 and 2030.

FD Tartt briefly addressed AGM Parker's report. DFO Campbell spoke about a water outage call recently received for the LCUC systems. Commissioner Stearns asked about the Little Donkey 227 water system; the Commissioner also asked about new connections at the Timberline Village 628 water system. DFO Campbell and DPC Gubbe addressed the Commissioner's questions.

**Commissioner Topics, Discussions, and Reports:**

Commissioner Stearns recently attended the Chehalis Basin Partnership meeting and discussed the topics presented at the meeting. The Commissioner also addressed upcoming meetings.

Commissioner Olsen reported on the recent audit meeting he attended. The Commissioner also spoke about a personal matter and his schedule for December.

**Executive Session:** None

**Adjournment:** Commissioner Stearns made a motion to adjourn the meeting; Commissioner Olsen seconded the motion; the motion passed with all present in favor. The meeting adjourned at 5:31 p.m.

**Assignments:**

- 1) After confirming Commissioner Oosterman's availability, schedule time to discuss the GM's performance review.

*Russell E. Olsen*

Russell E. Olsen (Jan 16, 2025 17:18 PST)

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Russell E Olsen, Commissioner and Vice President

Attest:

*Christopher Stearns*

Christopher Stearns (Jan 22, 2025 13:05 PST)

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Christopher Stearns, Commissioner and Secretary









# Minutes 11262024

Final Audit Report

2025-01-22

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