

MINUTES OF THE REGULAR MEETING NOVEMBER 27, 2012
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON

The second regular meeting for November 2012 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, November 27, 2012, at 921 Lakeridge Way SW, Suite 301, Olympia WA 98502, commencing at 5:00 p.m. Commissioners Chris Stearns, Alan Corwin and Linda Oosterman were present. Also present were John Weidenfeller, the District's General Manager (GM), Julie Parker, Chief Financial Officer (CFO), Kim Gubbe, the District's Operations Manager (OM), Joseph Rehberger, Legal Counsel, and Cathy Skiles, Clerk to the Board.

Commissioner Corwin called the meeting to order at 5:00 p.m.

Pledge of Allegiance: All

Approval of Agenda:

Commissioner Stearns asked to add the Deschutes TMDL meeting assignment for discussion. Commissioner Stearns made a motion to adopt the agenda with the addition of the Deschutes discussion, Commissioner Corwin seconded, all in favor.

Administration of Oath of Office

Commissioner Oosterman was sworn into office by Thurston County District Court Judge Brett Buckley

Short Break: A ten minute break was taken to celebrate the swearing-in of Commissioner Oosterman.

Public Comments:

Mike Beehler, Don Law, Frank Hensley, and Bob Wubbena each congratulated Commissioner Oosterman.

Consent Calendar:

Approval of Minutes: November 13, 2012 Meeting
Prequalification of Contractors – Small Works Roster
SMA Contracts:

Correspondence:

Travel Approvals:

Accounts Payable 11/14/12, 11/21/12

Payroll: 11/20/12

Other:

Resolutions:

Resolution 12-13, Code of Ethics

Other:

Commissioner Stearns made a motion to approve the Consent Calendar, Commissioner Oosterman seconded, all in favor.

Action Items:

Resolutions:

Resolution 12-30, Contract Amendment with Cascadia Law Group, PLLC

Commissioner Stearns made a motion to adopt Resolution 12-30, Commissioner Oosterman seconded. Commissioner Stearns added that Joe Rehberger has served the PUD very admirably. He has provided considerable more hours than allowed in the contract. Commissioner Oosterman added

that she has reviewed the contract and it looked good. **All voted in favor of approving Resolution 12-30.**

Information or Discussion of Operations/Policy Issues:

Commissioner Position Election (Secretary) – Commissioner Corwin stated that since there are two positions filled by two Commissioners and the position of Secretary is vacant it would be appropriate to nominate Commissioner Oosterman as Secretary of the Board. **Commissioner Stearns made a motion to nominate Commissioner Oosterman as Secretary of the Board, Commissioner Corwin seconded, all in favor.**

Deschutes TMDL:

Commissioner Stearns stated he has been attending the Deschutes TMDL meetings since the last Commissioner left office. He also attends the Chehalis Partnership meetings. Commissioner Corwin attends the Nisqually Watershed meetings. Commissioner Oosterman would be interested in representing Thurston PUD at the Deschutes TMDL meetings and will attend in the future beginning in January 2013.

Customer Service Representative I

GM Weidenfeller explained he was asked by the Board for information regarding the potential of the CSR 1 position being a job share position. He added that he has discussed this with CFO Parker and they recommend one fulltime permanent employee to fill the position.

Commissioner Corwin asked GM Weidenfeller to bring information to the Board regarding the possibility of having one CSR remain in the office until 5:30 p.m. to better serve the public. The GM stated that staff would be happy to review this recommendation and get back with the Board at the first meeting in January.

Commissioner Corwin asked the GM to consider job sharing in the future, and suggested asking employees if they may want to job share sometime in the future. Commissioner Stearns added that the Commissioners do not normally get involved in the hiring of staff. Commissioner Oosterman stated she has attended prior meetings and read the minutes of meetings she did not attend; she feels she is up to date on all the discussions regarding this matter. The Commissioners authorized the General Manager to make the part time position one full time position.

Commissioner Corwin mentioned they received notice of a special meeting of WPUDA scheduled for December 6, 2012. The subject of the meeting is regarding municipal bonds. The general public believes municipal bonds are just a tax break for the wealthy. Municipal Bonds in fact create low financing for municipalities. While Congress is looking to close loop holes, not allowing tax free municipal bonds will only increase the cost to municipalities. **Commissioner Stearns made a motion to endorse the concept of Resolution 12A, Commissioner Oosterman seconded, all in favor.** The GM was asked to notify WPUDA of the Board's position.

Presentations:

Staff Presentations:

General Manager's Report: John Weidenfeller, General Manager – GM Weidenfeller provided a report in writing. He reminded the Commissioners of an All Staff Breakfast scheduled for Thursday November 29th; they are welcome to attend.

The GM and Commissioners discussed traveling to the WPUDA meetings on December 5th. They discussed the meetings they wish to attend. GM Weidenfeller provided a schedule of meetings and noted he will leave from the office at 9:00 a.m. if any one wishes to travel to the WPUDA meetings with him.

GM Weidenfeller and OM Gubbe discussed the families staff "adopts" during the holidays; Commissioners are welcome to participate if they wish.

Commissioner Stearns asked about the Asset Management program. He asked if we are implementing GPS to locate meters and systems. GM Weidenfeller stated the system locations are in the GPS system, meters are not. The GM stated staff is making progress on the Asset Management plan. Commissioner Stearns said we should place the meter locations in the GPS system. It will help schedule repairs before things break. GM Weidenfeller said there is not currently a plan to place meters in the GIS system as part of the asset management program. He will report back to the Board on Commissioner Stearns' proposal.

Operations Manager's Report - Kim Gubbe, Operations Manager provided a report in writing. She has nothing new to add and the Commissioners did not have any questions.

Chief Financial Officer's Report: Chief Financial Officer Julie Parker stated she provided the Commissioners a variance report via e-mail yesterday. CFO Parker also reported that revenues were approximately 5% off from budgeted revenues; much better than she had expected.

Legal Report: No report

Commissioner Reports:

Commissioner Stearns attended the TRPC Sustainability Task Force last Monday. Water, infrastructure and water quality were all discussed. They have started developing their goals. The Port has joined the TRPC as a regular member.

Commissioner Oosterman thanked the Commissioners and she said is looking forward to serving as a Commissioner on the Board.

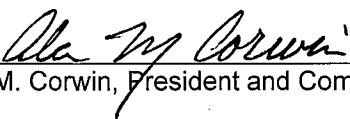
Executive Session: None

Summary of Assignments:

1. Review the recommendation to have one CSR remain in the office until 5:30 p.m. and get back with the Board.
2. The next time a CSR position is open, after filling the CSR 1 position, consider a job share.
3. Review Commissioner Stearns' recommendation to add the GPS location of water meter coordinates as part of the asset management program and get back with the Board.
4. Inform WPUDA that the TPUD Board supports the concept of keeping the tax exempt status of municipal bonds as outlined in Draft WPUDA Resolution 12A.

Adjournment:

Commissioner Oosterman made a motion to adjourn the meeting at 6:01 p.m., Commissioner Stearns seconded, all in favor.



Alan M. Corwin, President and Commissioner

Attest: 

Chris Stearns, Vice President and Commissioner