

**MINUTES OF THE REGULAR MEETING OF FEBRUARY 11, 2014  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for March 2014 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, March 11, 2014, at 921 Lakeridge Way SW, Suite 301, Olympia, WA 98502, commencing at 5:00 p.m. Commissioners Linda Oosterman, Chris Stearns and Russell Olsen, were present. Also present were John Weidenfeller, the District's General Manager (GM), Julie Parker, the District's Chief Financial Officer (CFO), Kim Gubbe, the District's Operations Manager (OM), and Cathy Skiles, Clerk to the Board. Joseph Rehberger, Chief Legal Counsel, was excused from the meeting.

**Commissioner Oosterman called the regular meeting to order at 5:02 p.m.**

**Approval of Agenda:**

**Commissioner Olsen made a motion to approve the agenda as presented, Commissioner Stearns seconded, all in favor.**

**Consent Calendar:**

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Approval of Minutes: February 25, 2014

Prequalification of Contractors – Small Works Roster:

Rainier General Development, Inc.

SMA Contracts:

Correspondence:

Travel Approvals:

Other:

Voucher Approval:

Accounts Payable 2/26/2014, 3/5/2014

Payroll 3/5/2014

**Commissioner Oosterman called for a motion to approve the Consent Calendar with a change to table the Prequalification of Contractors – Small Works Roster, Rainier General Development, Inc. to the next meeting. Commissioner Olsen made a motion to approve the amended Consent Calendar, Commissioner Stearns seconded, all in favor.**

**Public Comments: None**

**Public Hearing: None**

**Information or Discussion of Operations:**

March 27 Water Committee

April 16-18 Meetings in Pacific County

May 9&10 Manager's Meeting in SeaTac

May 5&7 Telecom. Committee in SeaTac

May 29&30 Communicators Group Meeting in SeaTac  
GM Weidenfeller provided information regarding the meetings listed above. The Commissioners discussed who would be attending which meetings. Commissioners Oosterman and Stearns will attend the March 27th Water Committee meeting. All Commissioners will attend the April 16-18 meetings in Pacific County. General Manager Weidenfeller will attend the May 9&10 Manager's meeting in SeaTac. Commissioners Stearns and Olsen will attend the May 5&7 Telecommunications Committee meeting in SeaTac.

#### **Customer Survey Draft Questionnaire**

GM Weidenfeller sent a draft customer survey to the Commissioners via e-mail. He asked for feedback from the Commissioners by March 13, 2014. The Commissioners wanted to revise question 7 and Commissioner Olsen agreed to work with the GM on a revision. GM Weidenfeller added a newsletter is not scheduled to go out in April, but there is one scheduled to go out in May. He suggested making an announcement in the May Newsletter and then sending out the survey and the Commissioners concurred. Commissioner Oosterman said she would like to write an emergency preparedness article for the May Newsletter.

#### **Resolution 14-03 – Representation of PUD Positions**

GM Weidenfeller provided red-lined copies of the draft resolution to the Commissioners. GM Weidenfeller and the Commissioners discussed the proposed changes. The Commissioners revised the resolution in the meeting and asked that it be brought forward as an action item to the next Commission meeting.

#### **Legal Report: None**

#### **Presentations:**

##### **Staff Presentations:**

##### **General Manager's Report:** John Weidenfeller, General Manager

GM Weidenfeller provided a report in writing. GM Weidenfeller added Mike Gallagher, Southwestern Region Manager of Water Resources for the Department of Ecology, has been working with he and Mr. Rehberger on the Squaxin Tribe's comments on the proposed Qi increase. The Commissioners briefly discussed the Qi report and the responses. The GM asked any Commissioners that wished to please call Mr. Rehberger because he was calling the Tribal representative tomorrow.

The GM noted he will be at a management conference March 26-28, returning for a meeting on the 28<sup>th</sup> in the afternoon. He also reminded the Commissioners he has a scheduled vacation in April, returning for the meeting on April 8<sup>th</sup>. The CFO and OM will attend applicable meetings at the March 27<sup>th</sup> Water Committee meetings and OM Gubbe will attend the Emergency Management meeting with Commissioner Oosterman in the evening.

GM Weidenfeller asked for questions regarding his written report. Commissioner Oosterman asked about the privately owned water system and if he visited the water system on March 2<sup>nd</sup>; he did. GM Weidenfeller noted there was a typo on the date of Resolution 14-03 and it will be corrected when it is brought back for approval at a future meeting.

**Operations Manager's Report:** Kim Gubbe, Operations Manager

OM Gubbe reported staff found a leak at Tanglewilde she has contacted a couple of contractors for bids. The system is functioning with the leak. It is growing so she hopes to have the repair completed by the end of the week.

OM Gubbe reported the booster pumps have arrived and should be installed on Thursday. The videotaping will happen tomorrow on the Coker well to find the obstruction.

OM Gubbe reported she has held interviews for the Field Technician II position, and is moving forward with the hiring process.

OM Gubbe reported her Assistant Emily Banks is back.

Commissioner Oosterman reported she attended the Crab Feed at the Boston Harbor Fire Station. She met a customer who lives on Jenni St. and he gave her compliments about the PUD. He specifically mentioned Sherri who reads the meters each month and also likes the person who samples each month.

Commissioner Olsen asked OM Gubbe if he could travel with staff in the field sometime. OM Gubbe will schedule some time with him. Commissioner Oosterman would also like to schedule a tour.

**Chief Financial Officer Report:** Julie Parker, Chief Financial Officer  
Financial Variance Report (every 4<sup>th</sup> week's meeting)

CFO Parker reported the accounting position was advertised last week. Applications have started coming in and selected applicants will be required to take a test.

**Commissioner Topics, Discussion and Reports:** (Linda, Chris, Russ)

Commissioner Stearns reported he was at a Thurston Regional Planning Council meeting and that most of the discussion regarded transportation. He reported the transportation group will be looking at people employed in Thurston County who live outside the County and looking how they commute to work. The PUD currently has four employees who live outside the County.

Commissioner Stearns reported he made personal comments regarding water quality and his experience serving on different committees who have studied water quality in Thurston County. He also discussed the things that affect the quality of water.

Commissioner Olsen reported his progress on looking at options for wholesale telecommunications. The Commissioners discussed their desire to find ways to partner with current providers to see if there are possibilities that would be of value to the citizens of Thurston County.

Commissioner Oosterman reported that while attending the Deschutes TMDL meeting, there was an interesting presentation that discussed the water quality aspects of IOC's, VOC's, and nitrogen. The presentation included new septic designs that are being tested.

**Commissioner Oosterman recessed the General meeting at 7:10 p.m. for 10 minutes.**

**Commissioner called the General Meeting back to order at 7:23 p.m.**

**At 7:23 p.m. Commissioner Oosterman opened the Executive Session as authorized by RCW 42.30.110(c) to discuss real estate acquisitions noting that the Executive Session was expected to last 45 minutes. At 8:08 p.m. it was announced in the public area that the Executive Session was extended for 10 more minutes and at 8:18 p.m. the Executive Session was extended for 10 more minutes.**

**Commissioner Oosterman closed the Executive Session at 8:23 p.m.**

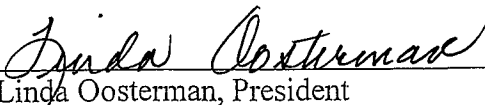
**At 8:28 p.m. Commissioner Oosterman called the General Meeting to order.**

Commissioner Oosterman called for a motion to authorize the General Manager to proceed with negotiating Real Estate acquisitions within the parameters discussed and acquire the real estate within authorized parameters. Commissioner Olsen moved this motion. Commissioner Stearns seconded. All in favor.

**Summary of Assignments:**

GM Weidenfeller and Commissioner Olsen work together to refine the Customer Survey questions.

**Commissioner Olsen made a motion to adjourn the meeting, Commissioner Stearns seconded, all in favor.**

  
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Linda Oosterman, President

Attest:

  
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Russell Olsen, Secretary