

**MINUTES OF THE REGULAR MEETING OF MAY 12, 2015
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The first regular meeting for May 2015 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, May 12, 2015, at 921 Lakeridge Way SW, Suite 301, Olympia WA 98502, commencing at 5:03 p.m. Commissioners Russell Olsen, Linda Oosterman, and Chris Stearns were present. Also present was John Weidenfeller, the District's General Manager (GM), Kim Gubbe, the District's Operations Manager (OM), Julie Parker, the District's Chief Financial Officer (CFO), Joe Rehberger, Chief Legal Counsel, and Kurin Rosado, Clerk to the Board.

Call to Order: Commissioner Olsen called the regular meeting to order at 5:03 p.m. The Pledge of Allegiance was recited by all present.

Approval of Agenda: Commissioner Oosterman made a motion to approve the agenda as amended, to include an Executive Session as authorized by RCW 42.30.110 (1)(i) to discuss potential litigation, to consider the selection of a site or the acquisition of real estate as authorized by RCW 42.30.110 (1)(b), and to review the performance of a public employee as authorized by RCW 42.30.110 (1)(g); Commissioner Stearns seconded, all in favor.

Consent Calendar:

Approval of Minutes: April 28, 2015

Prequalification of Contractors: None

SMA Contracts: None

Correspondence: None

Travel Approvals: None

Voucher Approval:

 Accounts Payable: April 29, 2015, May 6, 2015

 Payroll: May 5, 2015

Resolution: None

Other: None

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

Public Comments: None

Public Meeting for the Newly Proposed Water Conservation Goal for 2015-2021:

The newly proposed water conservation goal is to 'Reduce and/or maintain the average annual Equivalent Residential Unit (ERU) water usage for all accounts, per Group A system, to a value of 250 gallons per day (gpd) through 2021.' No members of the Public were present. Staff will bring this item forward for the Commissioners' approval as an action item during the second meeting in May.

Discussion Items:

Information or Discussion of Operations/Policy Issues:

Discussion of the Preliminary Feasibility Reports for the Skookumchuck Maintenance and Cougar Mountain Water Systems

Staff discussed the preliminary results of the feasibility reports for the Skookumchuck Maintenance and Cougar Mountain water systems. The Skookumchuck system is a good system, but is 'red-tagged' by the Department of Health. Commissioner Stearns expressed concern that the Cougar Mountain system might be faced with a possible flooding issue. In addition, there are some potential issues with the system's water right and with easement issues that will need to be looked at before proceeding. Staff will bring forward conclusions and proposals to the Board at the next meeting. If either system is a good fit with the PUD, meetings will be scheduled with the prospective HOA's Board of Directors.

Action Items:

Resolution 15-14 Employee Safety Clothing

Per Resolution 13-35, approved in 2013, field staff are required to wear steel-toed boots and reimbursement is authorized to any crew member up to \$200 for purchase of these boots. Resolution 15-14 would allow crew members to charge boot purchases to the PUD's account to minimize any hardship to the employee; the resolution would also amend the requirement of steel-toed boots to note that the boots must meet the American Society for Testing and Materials Standard (ASTM). If a purchase exceeds the \$200 threshold, reimbursement would be sought from the crew member for the difference. **Commissioner Stearns made a motion to approve Resolution 15-14 as presented: Commissioner Oosterman seconded the motion; all in favor.**

Resolution 15-15 First Amendment to the 2015 Capital Budget

This Resolution would revise the 2015 Capital Budget to include the following:

- Pilot Study engineering and equipment purchases for the installation of emergency generators on small water systems - \$20,000
- Engineering, hydrogeology, and testing for the site plan of North Thurston School District water system - \$35,000
- Purchase of a vactor truck and trailer - \$30,000
- Purchase, engineering, and configuration of radios for use in emergencies - \$10,000
- Purchase of a mobile tactical operations center - \$30,000

Commissioner Oosterman made a motion to approve Resolution 15-15 as presented: Commissioner Stearns seconded the motion; all in favor.

Legal Report:

Mr. Rehberger has been working with the GM on a text messaging policy in order to ensure the District is in compliance with public record retention requirements. Staff and the Commissioners discussed the requirements of such a policy.

Presentations:

Staff Presentations:

General Manager's Report: John Weidenfeller, General Manager

GM Weidenfeller provided a written report. GM Weidenfeller has been researching different properties for the office relocation. There are a few promising prospects and he hopes to have more information to the Commissioners at the next meeting.

Operations Manager's Report: Kim Gubbe, Operations Manager

OM Gubbe provided a written report. She reported that the Webster Hill water system project is going well – the construction crew will be back on site Monday, May 18. The trees at the Tanglewilde Park have also been removed. A letter was sent to a customer on Cougar Street in the Tanglewilde area about a blocked hydrant; the customer was given 30 days to comply by removing a fence erected around the hydrant.

OM Gubbe also reported that the resampling for the Wildrose 3, Jenni and Wood water systems were good. However, Wildrose 3 will need to have permanent chlorination. The Enslow 2 and Enslow 3 systems will be resampled May 13.

Chief Financial Officer's Report: Julie Parker, Chief Financial Officer

CFO Parker will provide a written report during the second meeting of the month.

Commissioner Topics, Discussion and Reports

Commissioner Stearns did not attend the Thurston Regional Planning Council (TRPC) meeting. He did attend a neighborhood coalition meeting for the city of Olympia and the Chehalis Tribe's Annual Salmon Ceremony. There will not be a Chehalis Basin Partnership meeting this month.

Commissioner Oosterman went to Savannah, Georgia. She remarked on the cleanliness of their beaches, their recycling facilities, and the testing that occurs to ensure water quality. She received an e-mail from a member of the Thurston Climate Action Team; they are expecting organized results from their survey by September and would like to report the findings to the PUD Commissioners.

Commissioner Olsen attended the TRPC meeting; the meeting mostly concerned administrative functions such as approving grants. He plans to participate in the TRPC Retreat in July. Commissioner Olsen also reported that a new crane has been delivered to the Port of Olympia. In addition, he was not able to wait for the PUD Commissioner and County Commissioner proposed Memorandum of Understanding (MOU) agenda item at the County Commissioner meeting on May 12th in the afternoon before the PUD Commission meeting. The MOU agenda item was far down on the agenda list and there was a large crowd of the Public waiting to testify on other issues at the County Commissioner meeting. Commissioner Olsen needed to Chair the PUD Commission meeting. The County Manager thanked him for coming and felt he could address any issues should they come-up.

At 6:45 p.m., Commissioner Olsen called for a short break prior to the Executive Session.

At 6:58 p.m., Commissioner Olsen announced that the Board would enter an Executive Session to discuss potential litigation, to consider the selection of a site or the acquisition of real estate, and to receive and evaluate complaints or charges against a public officer or employee, as authorized by RCW 42.30.110 (1)(i), RCW 42.30.110 (1)(b), and RCW 42.30.110 (1)(g), respectively, for 22 minutes. At 7:20 p.m., it was announced in the public area that the Executive Session would continue for 20 more minutes. At 7:40 p.m., the

Executive Session was adjourned and the regular meeting was continued. No decisions were made.

Summary of Assignments:


1. Ensure that approval of the newly proposed 2015-2021 water conservation goal is brought forth at the May 26 meeting as an action item.
2. Follow up with Graeme Sackrison with Thurston Climate Action Team (TCAT) regarding a proposed
3. Provide Commissioner Olsen with the most recent Hawk Acres system water quality test.

Adjournment: Commissioner Stearns made a motion to adjourn the meeting; Commissioner Oosterman seconded, all in favor. The meeting was adjourned at 7:40 p.m.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary