

**MINUTES OF THE REGULAR MEETING OF OCTOBER 13, 2015  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The first regular meeting for October 2015 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, October 13, 2015, at 921 Lakeridge Way SW, Suite 301, Olympia WA 98502, commencing at 5:00 p.m. Commissioners Russell Olsen, Linda Oosterman and Chris Stearns were present for the meeting. 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), Joe Rehberger, Chief Legal Counsel, and Kurin Rosado, Clerk to the Board.

**Call to Order: Commissioner Olsen called the regular meeting to order at 5:00 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; Commissioner Stearns seconded, all those present in favor.**

**Consent Calendar:**

Approval of Minutes: September 21, 2015

Prequalification of Contractors – Small Works Roster: None

SMA Contracts: None

Correspondence: None

Travel Approvals: None

Voucher Approval:

Accounts Payable: September 23, 2015, September 30, 2015, October 7, 2015

Payroll: October 5, 2015

Resolution: None

Other: None

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

**Public Comments:** None

OM Gubbe introduced the new Technical Assistant, Carrie Bowen, to the Commissioners. Her background and qualifications were discussed before she was dismissed from the meeting.

**Presentation and Discussion:**

Scott Bauer with Northwest Municipal Advisors (formerly A. Dashen and Associates) gave a presentation regarding financing available to the PUD, especially bond issuance. A handout was provided to all present.

**Discussion Items:**

**Schedule Special Meeting on November 17**

The Board approved a special meeting at 5:00 p.m. on Tuesday, November 17, to discuss the Asset Management Plan (AMP), capital financial plan, and 20-year financial plan.

**SMA Briefing**

Staff compiled a report with specific details regarding the Satellite Management Agency (SMA) contracts with the PUD. Staff and Commissioners discussed the report.

**Action Items:**

**Resolution 15-37, Non-exclusive Franchise from Lewis County**

Adoption of Resolution 15-37 would renew the non-exclusive franchise to construct, operate and maintain water systems in the county right-of-way adjacent to Lewis County roads. The current franchise expires this year. **Commissioner Oosterman made a motion to approve Resolution 15-37 as presented; Commissioner Stearns seconded the motion; all in favor.**

**Legal Report:**

Mr. Rehberger reported that the Washington Supreme Court reversed the Department of Ecology's decision to issue a water right permit to the city of Yelm. The Commissioners had asked for more information regarding the issue and the history of the case, as well as future implications, and these items were discussed.

**Presentations:**

**Staff Presentations:**

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

GM Weidenfeller provided a written report. On October 1, staff met with the Interim Director of the Resources Stewardship Department of Thurston County; their office is willing to consider an exemption for the gopher study, which would allow construction of the Tanglewilde-Thompson Place generator to resume. Staff has hired Steve Blaksten as a temporary Planner to develop a radio communication system to be used in times of emergency. Staff has also hired a part-time work study student, Hong Huynh; she will be working in Customer Service until her position expires on June 21, 2016.

The PUD is now a member of the Thurston County Chamber of Commerce. Commissioner Oosterman serve in the lead capacity for this entity. Commissioner Olsen will represent the PUD at the Lacey Chamber of Commerce. GM Weidenfeller is working with Commissioner Olsen on security plans for the PUD and its systems.

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

OM Gubbe provided a written report. The pump houses for several systems received new metal roofs. The Res 1 water system experienced an outage over the weekend, but the outage only lasted approximately 1.5 hours. Work is scheduled for the Hawk Acres water system on Thursday of this week.

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

CFO Parker will provide a written report at the second meeting in October. She did report, however, that personnel from the Auditor's office have left the premises, but the audit is still in process.

**Commissioner Topics, Discussion and Reports:**

Commissioner Olsen did not attend the last Thurston Regional Planning Council (TRPC) meeting. There haven't been any Telecommunications project updates. The Commissioner has a meeting on October 23 to tour North Thurston School District construction sites.

Commissioner Oosterman has two meetings planned through Emergency Management - a power safety meeting on October 14 and a meeting County-wide meeting for executives on October 19. She attended the Economic Development Council (EDC) real estate luncheon and will attend an EDC meeting on October 20.

Commissioner Stearns commended Commissioner Oosterman's presentation of appreciation to Kitsap PUD at the Leavenworth meetings. While he didn't attend the last Commission meeting, he was in full support of the Resolutions passed in relation to the 2016 budget. He attended the last TRPC meeting for Commissioner Olsen. He also testified as an individual (not in the capacity of a Thurston PUD Commissioner) at a oil transportation meeting in Grays Harbor.


**Summary of Assignments:**

1. The Clerk to the Board will mail the signed copies of the Lewis County franchise agreement to their office.
2. Staff will schedule and advertise for a special meeting on November 17, 2015.

**Adjournment: Commissioner Oosterman made a motion to adjourn the meeting: Commissioner Stearns seconded; all in favor. The meeting was adjourned at 7:02 p.m.**

  
\_\_\_\_\_  
Russell E. Olsen, Commissioner and President

Attest:

  
\_\_\_\_\_  
Chris Stearns, Commissioner and Secretary