

**MINUTES OF THE REGULAR MEETING OF OCTOBER 27, 2015
OF
PUBLIC UTILITY DISTRICT NO. 1
OF
THURSTON COUNTY, WASHINGTON**

The second regular meeting for October 2015 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, October 27, 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), and Kurin Rosado, Clerk to the Board. Joe Rehberger, Chief Legal Counsel, was excused for the meeting.

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 in favor.

Consent Calendar:

Approval of Minutes: October 13, 2015

Prequalification of Contractors – Small Works Roster: None

SMA Contracts: None

Correspondence: None

Travel Approvals: None

Voucher Approval:

 Accounts Payable: October 14, 2015, October 21, 2015

 Payroll: October 20, 2015

Resolution: None

Other: Letter, Notification of Emergency Water Outage at the Evergreen Vista Water System and Waiver of Competitive Bidding Requirements

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

Public Comments: None

Presentation and Discussion:

Tom Crawford, with the Thurston Climate Action Team, gave a presentation regarding a county-wide survey their organization completed earlier this year. A handout was provided to all present. The presentation and discussion ended at 6:00 p.m. There was a short break before the meeting was resumed.

Discussion Items:

Strategic Plan Third Quarter Performance Measures Update

GM Weidenfeller gave a third quarter update for the Strategic Plan review. Several complaints this quarter were received from customers of the newly acquired Country Meadows East No. 2 water

system; customers of this system formed a homeowners association. The homeowners association purchased the system from the PUD, effective November 1.

Action Items: None

Legal Report: None

Presentations:

Staff Presentations:

General Manager's Report: John Weidenfeller, General Manager

GM Weidenfeller provided a written report. The General Manager, Operations Manager, and RH2 Engineering met with Mr. Mike Lavery from North Thurston School District to review the timeline for the new middle and high schools to be built within the PUD's service area.

Construction for the schools has been pushed back and the District must secure a permit extension. A Group B generator beta test is planned on November 16; staff is working with Labor and Industries on some issues before letters are sent out to customers about the possibility of equipping Group B systems with generators.

GM Weidenfeller is also working with Mr. Steve Blacksten, the PUD's Extra Hire Planner, to develop an emergency radio communications system. The General Manager will be attending the WPUA Managers Committee Meeting, scheduled October 28th and 29th.

Operations Manager's Report: Kim Gubbe, Operations Manager

OM Gubbe provided a written report. There have been several unsatisfactory coliform samples for Group A and Group B systems. The crew is working on resampling and addressing concerns, to include temporary chlorination.

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

CFO Parker provided a written report. CFO Parker is still working with the State Auditor to complete the audit. She is working with staff to correct several meter reading issues, which shouldn't have a significant impact on projected revenues.

After discussion, the Thanksgiving gathering has been scheduled at 2:30 p.m. on Monday, November 23; the Christmas gathering has been scheduled at 2:30 p.m. on Tuesday, December 22. The second Commission meeting for November was rescheduled from November 24 to November 23 at 2:00 p.m. The December 22nd meeting has been rescheduled to 2:00 p.m.

Commissioner Topics, Discussion and Reports:

Commissioner Oosterman recently attended the Emergency Coordination Center (ECC) and Deschutes meetings. She discussed emergency alerts/weather notifications and developing technology with staff.

Commissioner Stearns is meeting with Senator Karen Fraser during an annual meeting with WPUA staff on November 20. He also attended the Chehalis Basin Partnership meeting.

Commissioner Olsen will be interviewed this weekend for the 'This is Your Community' radio show. The interview will be comprised of questions pertaining to the PUD. The Commissioner may not be able to attend the second meeting in December due to a prior commitment.

At 7:50 p.m., Commissioner Olsen announced that the Board would enter an Executive Session to consider the acquisition of real estate, as authorized by RCW 42.30.110 (1)(b) for 10 minutes. At 8:00 p.m., the Executive Session was adjourned and the regular meeting was continued. No decisions were made.

Summary of Assignments:


1. Prepare articles for the newsletter to be sent with November bills at the end of next month; the newsletter should include rate/budget information for 2016.
2. Schedule a discussion on purchasing water rights at the next Commissioner Retreat; request Mr. Rehberger's presence to address any legal issues related to purchasing water rights.
3. The Clerk to the Board will update the graphic on the last slide of the Strategic Plan review presentation.
4. Advertise for the second meeting in November, scheduled at 2:00 p.m. on Monday, November 23, and the second meeting in December, scheduled at 2:00 p.m. on Tuesday, December 23.
5. Ensure that the Telecommunication Project report is listed on the PUD's website this week.

Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Stearns seconded; all in favor. The meeting was adjourned at 8:00 p.m.



Russell E. Olsen, Commissioner and President

Attest:



Chris Stearns, Commissioner and Secretary