

**MINUTES OF THE REGULAR MEETING OF MARCH 22, 2016  
OF  
PUBLIC UTILITY DISTRICT NO. 1  
OF  
THURSTON COUNTY, WASHINGTON**

The second regular meeting for March 2016 of the Commissioners of Public Utility District No. 1 was called to order on Tuesday, March 22, 2016, at 921 Lakeridge Way SW, Suite 301, Olympia, WA 98502, commencing at 5:04 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.

**Call to Order: Commissioner Stearns called the regular meeting to order at 5:04 p.m. The Pledge of Allegiance was recited by all present.**

**Approval of Agenda: Commissioner Olsen made a motion to approve the agenda as amended, to include the discussion of building information, proposed by Commissioner Oosterman: Commissioner Oosterman seconded; all in favor.**

**Consent Calendar:**

Approval of Minutes: March 8, 2016  
Prequalification of Contractors – Small Works Roster: None  
SMA Contracts: None  
Correspondence: None  
Travel Approvals: None  
Voucher Approval:  
    Accounts Payable: March 9, 2016, March 16, 2016  
    Payroll: March 21, 2016  
Resolution: None  
Other: None

**Commissioner Olsen made a motion to approve the Consent Calendar as presented: Commissioner Oosterman seconded; all in favor.**

**Public Comments:** None

**Introduction of a New Employee:** Anthony Dahmen, the new Meter Reader, was introduced to the Commissioners.

**Discussion Items:**

**Information or Discussion of Operations/Policy Issues:**

**Discussion of the Telecommunications Workgroup Meeting**

An agenda for the Telecommunications Work Group meeting on March 25 was drafted by Commissioner Olsen. GM Weidenfeller sent the Draft Agenda to attendees with a request for feedback. No feedback has been received. Commissioners discussed the agenda and their stances on certain issues pertaining to the telecommunications projects, as well as possible implementation. Angela Bennink with NoaNet is expected to give a follow-up presentation on the Feasibility Study completed by their organization last year. Commissioner Olsen will lead the meeting.

**Discussion of Topics for Special Meeting (Retreat)**

A special meeting, the Commissioner Retreat, is scheduled on April 19th from 9:00 a.m. to 3:00 p.m. at the Washington PUD Association building. The topics that will be discussed include an update on the Asset Management Plan, a review of the Strategic Plan, a discussion on water rights, a discussion on telecommunications, and other policy issues.

**Discussion of Building Information**

Commissioner Oosterman was informed of a building in Lacey which may have PUD office relocation potential. She reviewed the location and will be receiving more information in the near future. Commissioners and staff discussed the possibility of moving to this new location.

**Action Item(s):** None

**Legal Report:** None

**Presentations:**

**Staff Presentations:**

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

GM Weidenfeller provided a written report. A water purveyor meeting is scheduled for April 8<sup>th</sup>. There will be two other purveyor meetings this year, one in June and another in October. There are no updates on the Lew's 81st consolidation project. The Cedar Ridge Estates HOA Board has approved moving forward with approving acquisition of their water system by the PUD. OM Gubbe submitted a request for an engineering grant for this system. The HOA Board would like the PUD to manage their system as a Satellite Management Agency (SMA) client until acquisition is complete.

The open Field Technician position has been filled and the new employee will start April 11th. GM Weidenfeller received an e-mail from the building's property manager regarding the fragrance free issue. The property manager will speak with the building owner once he returns from out of town. Staff is scheduled to meet with representatives for the Tilley Road Maintenance SMA client regarding the low flow of water within that building and reaction with plumbing in the building, there's a copper action level issue that needs to be addressed.

GM Weidenfeller gave an update on lead and copper testing in schools. The PUD manages one elementary school that owns its own water system in Olympia. The state requires schools that own their own water systems to test for lead and copper levels. Schools that are served by public water systems do not have to test for lead and copper. A new WA State law states that in July of 2017, schools will test for lead and copper, but only if the State legislature provides funding for the testing. OM Gubbe will meet with representatives of the North Thurston School District to discuss lead and copper level testing in schools managed or served by the PUD on Friday, March 25<sup>th</sup>.

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

OM Gubbe provided a written report. She reported that the Tanglewilde-Thompson Place generator installation project is progressing well, and she praised the construction company completing the project. Operations staff is working on the cultural review and the SEPA review for the Skookumchuck water system. OM Gubbe has also been working with the consulting

firms Gray & Osborne Inc. and RH2 on a few projects. The Granite 1 and 2 water systems treatment upgrade has been completed.

**Chief Financial Officer's Report:** Julie Parker, Chief Financial Officer  
CFO Parker provided a written report. She reported that revenues are in line with what was projected for the 2016 budget. She has a few items to report at a later meeting regarding pension liability reporting.

**Commissioner Topics, Discussion and Reports:**

Commissioner Oosterman had nothing to report.

Commissioner Olsen reported on the progress of his bill in Legislature, but didn't have any PUD business to report.

Commissioner Stearns had nothing to report.

**Summary of Assignments:**

1. Provide the Commissioners with a concise update of the Asset Management Plan during the Retreat, to include the information on the past 12 months and a forecast of the next 12 months.
2. Expand the 'Water Rights' agenda item for the Retreat.
3. Strike 'Review Governance Policy' from the Retreat agenda.
4. Provide a copy of the SEPA review for the Skookumchuck Maintenance water system to Commissioner Olsen to review.
5. Reschedule the first Commission meeting in April from April 12th to April 11th.

**Adjournment: Commissioner Oosterman made a motion to adjourn the meeting; Commissioner Olsen seconded; all in favor. The meeting was adjourned at 8:18 p.m.**

  
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Chris Stearns, Commissioner and President

Attest:

  
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Linda Oosterman, Commissioner and Secretary