

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
CONTINUED MEETING  
January 8, 2008**

The continued meeting from December 27, 2007 was held on January 8, 2008 at the District Conference Room, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington. Commissioner Kiggins called the meeting to order at 3:00 PM.

Those in attendance were: Commissioners Neil Kimsey, Denny Kiggins and Norm Harker.

District staff: Chuck McDonald, Ken Andrews, Steve Bacon, John Peterson, Hugh Findlay and Kim Thur.

Visitors Present for Work Session: Al Schauer and Andrew Young with MacKay & Sposito. Rob Charles with the City of Battle Ground.

Visitors Present for Regular Meeting: Al Schauer and Andrew Young with MacKay & Sposito. Rob Charles with the City of Battle Ground.

Visitors Present for Continued North Park Phase 4 Latecomer/Reimbursement Area Public Hearing: David Schlecht.

Visitors Present for Ashley Manor Latecomer/Reimbursement Area: Michael and Julia Chez; Bill & Betty Lofdahl.

**ADDITIONS & DELETIONS TO AGENDA:** None.

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION: Clark County – Clark Regional Wastewater District Board of Commissioners 1/9/08 Joint Meeting Agenda** – A work session was held to review the agenda for the joint meeting with the Clark County Board of Commissioners, which will be held on January 9, 2008 at the Clark County Public Service Center. The Board and staff made some modifications to the proposed agenda.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda and authorize the recommended action, approving the December 18, 2007 continued meeting minutes; December 20, 2007 continued meeting minutes and December 27, 2007 regular meeting minutes; claim vouchers #s 35589-35651 in the amount of \$261,508.16 from the Maintenance Fund and \$0.00 from the Capital Projects fund; and payroll warrants #s 7553-7555 and direct deposit authorizations in the amount of \$132,049.42.

Commissioner Harker seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience** – No one present wished to speak.

**REPORTS: Board Members:** Commissioner Kimsey reported on his recent activities.

Commissioner Harker reported on his recent activities.

**Interim General Manager/Engineer: Engineering Project Status Report & Interim General Manager/Engineer Activities Report (General Manager Interviews; Clark County – Ridgefield Line Discussion; City of Battle Ground – Dennis Osborn Meeting; Kline Update; Local Limits Meeting With Ecology; & Nomination to the Three Creeks Advisory Council)** – Chuck McDonald briefly reviewed each item.

Chuck McDonald reported that staff received a survey response from a customer that requested the District contact them about inequity in our rates based on flow contribution. Chuck McDonald contacted the customer and explained the many costs involved with moving towards consumptive rates instead of a flat fee for our service.

Chuck McDonald reported that the State of the Port Address would be held on February 21 at the Red Lion at the Quay from 7:30 AM – 9:00 AM. The following persons will attend the event: Neil Kimsey, Norm Harker, John Peterson, and Ken Andrews. Kim Thur will process the registrations.

Chuck McDonald reported that the Columbian's 2008 Economic Forecast Breakfast would be held on January 24 at The Hilton from 7:00 AM-10:30 AM. Denny Kiggins will be attending the event. Kim Thur will process his registration.

Chuck McDonald reported that the State of the County Address would be held on February 8 at

the Red Lion Hotel at the Quay from 11:45 AM-1:30 PM. The following persons will attend the event: Neil Kimsey, Norm Harker, John Peterson, Ken Andrews and Chuck McDonald. Kim Thur will process the registrations.

Chuck McDonald briefly reviewed the latest information on the Kline Line Bridge closure.

Chuck McDonald asked the Board if they were interested in changing the schedule of The Pipeline newsletter to a quarterly basis instead of bi-monthly. The Board concurred with sending The Pipeline to our customers on a quarterly basis.

**Finance Director: Finance Director's Report (2003-2006 Washington Excise Tax Audit; First Independent Bank Branches as UB Payment Deposit Locations; Recurring Credit Card Payments; 2007 CAFR Audit – State Auditor's Office; November 2007 Financial Statements; & 2007 Preliminary ERU Totals) & November 2007 Financial Report** – Ken Andrews briefly reviewed each item.

**Maintenance Manager: 01/08/08 Memo re: Manhole Deterioration – I&I, Cedars 49 Subdivision** – Chuck McDonald briefly reviewed the memo (in Rick Nelson's absence), which was included in the Board packet.

**Human Resources/Risk Management Administrator: 01/02/08 Memo re: Recruitment** – Hugh Findlay briefly reviewed his memo.

Mr. Findlay provided a resume to the Board for the District Engineer position, as well as a resume for the General Manager position for their review.

Hugh Findlay reported that the Request for Proposals for the Compensation Study has been posted on the District's website. Commissioner Kimsey will participate on the Committee.

Hugh Findlay provided an update on the fence repair at the Betts Bridge pump station.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS: 12/14/07 Memo re: Local Limits – Salmon Creek Treatment Plant** – Chuck McDonald briefly reviewed the memo (in Don Young's absence), which was included in the Board packet.

**NEW BUSINESS: AB #08-004 – Amendment to Employee Recognition Policy –**

Commissioner Harker moved to adopt Resolution #1443, amending the District's Employee Recognition Policy and repealing Resolution #1409.

Commissioner Kimsey seconded the motion, and it passed unanimously.

**AB #08-005 – NE 116 Avenue LFC – Approval of Final Costs & Pro Rata Share –**

Commissioner Kimsey moved to adopt Resolution #1444, approving the final cost and pro rata share of District installed sewers for NE 116 Avenue LFC extension.

Commissioner Harker seconded the motion, and it passed unanimously.

At 4:55 PM, Commissioner Kiggins recessed the meeting for 5 minutes.

**HEARINGS: 5:00 PM CONTINUED PUBLIC HEARING – AB #08-001 – North Park Phase 4**

**Latecomer/Reimbursement Area** – Commissioner Kiggins opened the continued hearing on the establishment of a latecomer reimbursement area and the amount for the sanitary sewer facilities constructed in NE 88 Street and NE 57 Avenue.

He then asked District staff to explain the latecomer reimbursement requirements and process and to describe the sanitary sewer facilities and their cost. Steve Bacon provided the requested information. Mr. Bacon explained that staff would also recommend including an additional parcel (Sadler) and would also recommend changing the method assessment to a per square foot basis rather than a per parcel assessment.

Commissioner Kiggins then asked if anyone present wished to provide testimony on the sanitary sewer facilities and the latecomer reimbursement.

David Schlecht, 5701 NE 88 Street, Vancouver, Washington, expressed concerns with the costs for the project and asked the Board to direct staff to make the developer pay more of the costs for the project.

Chuck McDonald addressed Mr. Schlecht's comments. Mr. McDonald explained that the District can't do anything about the developer charging a latecomer. Further Mr. McDonald explained that the District chose not to install laterals with this project because the estimate provided by the developer was

very high, approximately \$5,000 per lateral.

Commissioner Kimsey moved to close the public hearing.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Harker moved to authorize staff to include the Sadler parcel in the latecomer/reimbursement area and change the method of assessment to a per square foot basis rather than a per parcel assessment.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Harker moved to authorize staff to schedule a new hearing on the re-calculated latecomer/reimbursement area on January 22, 2008 at 5:00 PM.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

**5:00 PM PUBLIC HEARING – AB #08-002 – Ashley Manor Latecomer/Reimbursement Area**

– Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area and the amount for the sanitary sewer facilities constructed in NW 43 Court, NW 43 Avenue and NW McCann Road.

He then asked District staff to explain the latecomer reimbursement requirements and process and to describe the sanitary sewer facilities and their cost. Steve Bacon provided the requested information.

Commissioner Kiggins then asked if anyone present wished to provide testimony on the sanitary sewer facilities and the latecomer reimbursement.

Julia Chez, 13503 NW 44 Avenue, Vancouver, Washington, expressed concerns with the amounts being proposed, as well as requested to change the methodology used to charge the parcels.

Michael Chez, 13505 NW 44 Avenue, Vancouver, Washington, also stated that he would like to see the costs reduced.

Mr. McDonald explained that the District can't do anything about the developer charging a latecomer.

Bill Lofdahl, 4207 NW McCann Road, Vancouver, Washington, expressed his concerns with the fees being charged and the fact that laterals weren't installed with the project.

Mr. McDonald explained that the District chose not to install laterals with this project because the estimate provided by the developer was very high, approximately \$5,000 per lateral.

Commissioner Harker moved to close the public hearing.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Harker questioned the methodology used to assess the parcels. Following discussion by the Board and staff, Commissioner Harker felt the methodology used was the most equitable.

Commissioner Kimsey stated that he believes the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to adopt the reimbursement area and cost as proposed by District staff and to approve the Assistant Manager's signature and execution of the Sewer Service Latecomer Contract included in Agenda Bill #08-002 and to ratify and confirm any acts consistent with this motion.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kimsey moved to adopt Resolution #1441, establishing a latecomer charge for the sewer lines constructed in conjunction with the Ashley Manor developer extension.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

**5:00 PM PUBLIC HEARING – AB #08-003 – Southview Terrace Latecomer/Reimbursement Area** – Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area and the amount for the sanitary sewer facilities constructed in NE 68 Street.

He then asked District staff to explain the latecomer reimbursement requirements and process and to describe the sanitary sewer facilities and their cost. Steve Bacon provided the requested information.

Commissioner Kiggins then asked if anyone present wished to provide testimony on the sanitary

sewer facilities and the latecomer reimbursement.

No one present wished to speak.

Commissioner Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kimsey stated that he believes the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to adopt the reimbursement area and cost as proposed by District staff and to approve the Assistant Manager's signature and execution of the Sewer Service Latecomer Contract included in Agenda Bill #08-003 and to ratify and confirm any acts consistent with this motion.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kimsey moved to adopt Resolution #1442, establishing a latecomer charge for the sewer lines constructed in conjunction with the Southview Terrace developer extension.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

Chuck McDonald presented the proposed 2008 strategies for the Board and staff for their review and input. The Board had no changes.

Chuck McDonald presented the draft interlocal agreement between the Clark Regional Wastewater District and the City of Vancouver regarding Vancouver's water service area. Mr. McDonald asked the Board to review the agreement for discussion at the January 15, 2008 continued Board meeting.

Chuck McDonald presented the Board with his letter of resignation effective March 6, 2008, as he will be retiring from the District.

Commissioner Kimsey moved to continue the meeting until Wednesday, January 9, 2008 at 1:30 PM at the Clark County Public Service Center.

Commissioner Harker seconded the motion, and it passed unanimously.

At 5:54 PM, Commissioner Kiggins continued the meeting.

Respectfully submitted,

Secretary

Approved