

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
February 12, 2008**

The first meeting for the month of February was held at the District Conference Room, 8000 NE 52nd Court, Vancouver, Washington. Commissioner Kiggins called the meeting to order at 4:00 PM.

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

District staff: Chuck McDonald, Shawn Moore, Ken Andrews, Steve Bacon, Warren Knuth, John Peterson, Hugh Findlay, Rick Nelson and Kim Thur.

Visitors Present for Regular Meeting: Andrew Young with MacKay & Sposito; Scot Walstra; David Taylor, Ridgefield City Council Member.

Visitors Present for Columbia Gardens III Proposed Local Facilities Charge Extension: Jerry and Marge Watkins.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: The Board presented Ken Andrews with the Government Finance Officers Association Award of Financial Reporting Achievement. The Board commended Mr. Andrews.

Chuck McDonald introduced Shawn Moore, the new District Engineer, to the Board. The Board welcomed Mr. Moore.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda and authorize the recommended action, approving the January 22, 2008 regular meeting minutes; claim vouchers #s 35732-35800 in the amount of \$314,198.76 from the Maintenance Fund and \$5,320.36 from the Capital Projects fund; payroll warrants #s 7557-7559 and direct deposit authorizations in the amount of \$130,952.12; authorization to schedule the Covington Village Latecomer/Reimbursement hearing on February 26, 2008 at 5:00 PM or as soon thereafter as possible; and authorization for the Interim General Manager to sign the P WTF Construction Loan Agreement for Loan No. PC08-951-009 for the Phase 4 Expansion of the Salmon Creek Wastewater Management System.

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; Pete Capell Meeting; Battle Ground City Council Meeting; District Engineer Interviews; Leichner Meeting; Dan Tonkovich Reception; Meeting with Brian Carlson; Compensation Committee Meeting; Wastewater Management Advisory Board Meeting; State of the County Address; Team 99 Meeting; Sewage Spill; Possible Kennedy-Jenks Services Contract with Chuck McDonald; Bill Barron Phone Call; North County (Ridgefield Pipeline) MOU Meeting; & Letter to Mill Creek Homeowners Association)
– Chuck McDonald briefly reviewed each item.

Restaurant Development Costs – Steve Bacon reviewed changes to the restaurant matrix that could address the revisions to code proposed by Clark County regarding two new sub-categories for restaurants: quality and high turnover.

Discussion occurred on the District implementing a 20% discount on connection fees for quality restaurants.

The Board directed staff to prepare more information for further discussion at the February 19 Board meeting.

Finance Director: Finance Director's Report (2003-2006 Washington Excise Tax Audit & Finance Supervisor) – Ken Andrews briefly reviewed each item.

Ken Andrews reported that the State Auditor's Office audit has been scheduled to begin on April 7 and will last for approximately three weeks.

Capital Program Director: 02/06/08 Memo re: Regional Sewer Considerations – Ongoing Discussions – John Peterson briefly reviewed his memo, which provided updates on the following

topics: County-wide sewer planning; North County regional sewer plan – Cities approach; North County Regional Wastewater Pipeline – North County MOU; Short term need for regional pipeline with Kline Bridge project; Ridgefield Solids Handling Agreement; and Battle Ground water reclamation facility.

The Board stated they would not support the North County Regional Wastewater Pipeline Memorandum of Understanding. Commissioners Harker and Kimsey were not in favor; Commissioner Kiggins was in favor.

HEARINGS: 5:00 PM PUBLIC HEARING – AB #08-014 – Columbia Gardens III – Proposed Local Facilities Charge Extension – Commissioner Kiggins opened the hearing on the preliminary Columbia Gardens III Local Facilities Charge extension reimbursement area and the estimated cost for the sanitary sewer facilities constructed by the District. He then asked District staff to explain the Local Facilities Charge reimbursement requirements and process and describe the sanitary sewer facilities and the cost estimate. Warren Knuth provided the requested information.

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

Jerry Watkins, 11920 NW 35 Avenue, Vancouver, Washington, explained that while he currently does not have septic system issues he is very interested in connecting to the sewer system.

Chuck McDonald explained that staff recommends moving forward with the project serving three parcels with only one participant signing a contract at this time.

Commissioner Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kimsey stated that he believes that the proposed local facilities charge area and cost estimate is appropriate and meets the requirements of District Code Chapter 5.40. He then moved to approve the local facilities charge area and authorize staff to proceed with design, bid and construction of this project to serve three lots as proposed by District staff.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

Maintenance Manager: WSU Overflow Report – Rick Nelson briefly reviewed the memo, which outlined the Maintenance Department's involvement, response and resolution to the sanitary sewer overflow in the WSU wetland area on January 30, 2008.

The Board commended staff on the handling of this overflow situation.

UNFINISHED BUSINESS: AB #08-015 – CH2M HILL Contract for Services – 50-Year Regional Wastewater Plan – Scoping Study – Commissioner Harker moved to authorize the Interim General Manager to execute the scoping contract with CH2M HILL for the 50-year regional wastewater plan for an amount not to exceed \$4,792.00.

Commissioner Kimsey seconded the motion, and it passed unanimously.

NEW BUSINESS: AB #08-016 – Wyzinski Extension – District Lateral Reimbursement Request – Commissioner Harker moved to adopt Resolution #1447, approving the final cost and pro rata share of District installed laterals for the Wyzinski extension.

Commissioner Kimsey seconded the motion, and it passed unanimously.

AB #08-017 – Emerald Crest Subdivision – District Laterals Reimbursement Request – Commissioner Harker moved to adopt Resolution #1448, approving the final cost and pro rata share of District installed laterals for the Emerald Crest subdivision.

Commissioner Kimsey seconded the motion, and it passed unanimously.

AB #08-018 – Compensation in Support of District Interim General Manager Functions – Commissioner Harker moved to adopt Resolution #1449, authorizing out of classification work and pay for the Capital Program Director.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Harker moved to adopt Resolution #1450, authorizing additional work and pay for the Executive Assistant.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Chuck McDonald requested an Executive Session to evaluate the qualifications of an applicant pursuant to RCW 42.30.110(1)(g) for approximately 45 minutes.

At 5:34 PM, Commissioner Kiggins recessed the meeting into Executive Session.

At 6:38 PM, Commissioner Kiggins reconvened the meeting.

Commissioner Harker moved to continue the meeting until February 19, 2008 at 7:00 At the Cameo Café.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 6:40 PM, Commissioner Kiggins continued the meeting.

Respectfully submitted,

Secretary

Approved