

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
April 8, 2008**

The first meeting for the month of April 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 Denny Kiggins, Neil Kimsey and Norm Harker.

District staff: John Peterson, Shawn Moore, Ken Andrews, Hugh Findlay, Rick Nelson and Kim Thur.

Visitors Present for Regular Meeting: Bob Bandarra with HDR, Inc.

Visitors Present for Wedgewood Subdivision Latecomer/Reimbursement Area: John Walker.

ADDITIONS & DELETIONS TO AGENDA: John Peterson reported that he has two additional items to discuss in his Manager's Report.

SPECIAL PRESENTATIONS: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda and authorize the recommended action, approving the March 25, 2008 regular meeting; claim vouchers #s 35979-36048 in the amount of \$1,011,419.58 from the Maintenance Fund and \$51,709.91 from the Capital Projects fund; and payroll warrants #s 7564-7567 and direct deposit authorizations in the amount of \$130,479.77.

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 Kiggins reported on his recent activities.

Interim General Manager: Interim General Manager/Engineer Activities Report (Adding General Manager Duties; Regional Sewer Planning; North County Regional Wastewater Pipeline; City of Vancouver Coordination Meeting; Kline Pump Station Project; Salmon Creek

Treatment Plant – Phase 4 Expansion Project; Kline Force Main – Segment B Project; Salmon Creek Management Team; Consultant Project Management; Phase 4 Financing Coordinator; District Motto & Sign Change; Recent Columbian Articles of Interest; and Fire District 6 Letter) – John Peterson briefly reviewed each item.

Commissioner Kimsey stated that he would participate in the Fire District 6 strategic plan workshop. Kim Thur will process the registration.

Commissioners Kiggins and Kimsey will attend the Welcome Luncheon for the International Discovery Walk Festival. Kim Thur will process their registrations.

The Board directed staff to make hotel reservations at the Embassy Suites Downtown Chicago for the WEFTEC Conference in October. Kim Thur will process the reservations.

District Engineer: Engineering Project Status Report – Shawn Moore briefly reviewed each item.

Shawn Moore reported that the Cody's appear to be amenable to providing an easement for the Green Prairie trunkline. Mr. Moore will continue to work with the Cody's and provide the Board with any updates.

Finance Director: Finance Director's Report (2003-2006 Washington Excise Tax Audit & 2007 Comprehensive Annual Financial Report and State Auditor's Office Audit) – Ken Andrews briefly reviewed each item.

Maintenance Manager: Contract Maintenance for the City of Woodland – Rick Nelson briefly reviewed the memo. The City of Woodland would like the District to perform cleaning and televising services of their sewer lines. Mr. Nelson anticipates approximately 15 working days per year to perform the requested work at \$125 per hour. The Board did not have any issues with the work proposed.

Attorney Rod Kaseguma: No report.

UNFINISHED BUSINESS: AB #08-038 – Glenwood Pump Station Upgrade Final Design Report – Shawn Moore briefly reviewed the agenda bill. The Glenwood Pump Station is the District's

largest pump station and a critical link in the operation of our collection system. By anticipating these pump station upgrades, the District can identify and select an optimal upgrade approach that stages improvements, while planning for build-out conditions. The District wants to be proactive in upgrading this station not only to meet future flows, but to identify opportunities to comply with current safety and building codes, eliminate nuisance operating conditions and improve reliability. This project will identify ways to take the current 5 million-gallons-per-day (mgd) installed capacity to 6.7 mgd, and ultimately to a firm capacity of 11 mgd.

District staff will make an effort to coordinate the planning work for the upgrades at the Glenwood Pump Station with City of Vancouver staff to assist with long-term efficiencies.

Commissioner Kimsey moved to authorize the Interim General Manager to sign a contract with CH2M HILL in an amount not to exceed \$107,496 for the Glenwood Pump Station Upgrade Final Design Report project and further authorized the Interim General Manager to sign supplemental amendments not to exceed 10 percent of the original contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

NEW BUSINESS: AB #08-039 – Mill Creek Sanitary Sewer Trunkline Extension – Wetland Delineation – Shawn Moore briefly reviewed the agenda bill. At the January 22, 2008 Board meeting, staff was given approval to proceed with permitting and construction of the Mill Creek Trunk project. This project will remove the Vista Terrace Pump Station from service through the construction of approximately 670 linear feet of a 10” trunk sewer along Mill Creek. As anticipated, a wetland delineation is being required by Clark County as part of the process to obtain the necessary grading permit.

Staff requested proposals from three firms off of the District’s professional services roster to perform a wetland delineation. Staff has reviewed the proposals and is recommending awarding the contract to Environmental Technology Consultants (ETC). Seventy percent of the funding would come out of the General Facilities Charge fund and the remaining thirty percent would come from the R & R fund.

Commissioner Kimsey moved to authorize the Interim General Manager to sign a contract with Environmental Technology Consultants in an amount not to exceed \$6,135.00 for the Mill Creek Sanitary Sewer Trunkline Extension – Wetland Delineation project and further authorize the Interim General Manager to sign supplemental amendments not to exceed 15 percent of the original contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

At 4:50 PM, Commissioner Kiggins recessed the meeting for 10 minutes.

At 5:00 PM, Commissioner Kiggins reconvened the meeting.

HEARINGS: 5:00 PM PUBLIC HEARING – AB #08-037 – Wedgewood Subdivision

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 109 Street and NW 13 Avenue in the public right-of-way for the project. He then asked District staff to explain the latecomer reimbursement requirements and process and describe the sanitary sewer facilities and their cost.

Shawn Moore explained the reimbursement includes 318 lineal feet of sanitary sewer main. Reimbursement costs were determined using the front-foot method. The total reimbursable construction cost including tax is \$55,554.71.

Commissioner Kiggins asked if anyone present would like to provide testimony.

Kim Thur read a letter for the public record, which was received from John N. Walker today. Mr. Walker is also present today. Mr. Walker is representing Tax Lot #188918-000.

John Walker, 1515 NW 109 Street, Vancouver, Washington, provided testimony against the latecomer reimbursement amount, specifically the cost for pavement replacement, as the County required, as a condition of acceptance of the Wedgewood Subdivision, re-building, upgrading and widening the north half of NW 109 Street adjacent to the subdivision.

Further Mr. Walker questioned why the developer was reimbursed for placement of a lateral to his property. The lateral was never installed because no one contacted him about the proper location. Mr. Walker elected not to have it built since the location chosen did not appear to make sense. Only the wye

was installed.

Following the testimony, Commissioner Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins stated the public hearing was closed and asked the Board how they wished to proceed.

Commissioner Harker stated that he would like District staff to review the County's plans, and if necessary, reduce the assessment amount by excluding pavement replacement reimbursement.

Commissioner Harker moved to hold the record open on this project until April 22, so District staff can investigate this matter further by reviewing the County's plans for the project.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Shawn Moore reported on Mr. Walker's lateral. District staff has learned that the contractor only installed the wye on the main, not the entire lateral. It appears the District has already reimbursed the developer for the lateral. The Board directed staff to research the payment of the lateral further and report at the April 22 Board meeting on how the District will get the \$600 back from the developer.

Commissioner Kimsey moved to continue the meeting until April 15 at 7:00 AM at the Cameo Café.

Commissioner Harker seconded the motion, and it passed unanimously.

At 5:42 PM, Commissioner Kiggins continued the meeting.

Respectfully submitted,

Secretary