

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
CONTINUED MEETING
April 15, 2008**

The continued meeting from April 8, 2008 was held at the Cameo Café, 7703 NE 72 Avenue, Vancouver, Washington on April 15, 2008. Commissioner Kiggins called the meeting to order at 7:00 AM.

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

District staff: John Peterson, Shawn Moore and Kim Thur.

REPORTS: Board Members: No reports.

District Engineer: Engineering Department Organizational Changes – Shawn Moore reviewed the following proposed changes to the Engineering Department: 1) Re-assigning the Development Review Specialist and DEA Coordinator positions to Engineering Technicians; 2) Creating an Assistant Engineering Technician position as an entry-level position within the technician series; 3) Creating a future Senior Engineering Technician position on the Organization Chart and Salary Schedule table; and 4) Re-assigning the File Clerk position to the development branch of the Engineering Department.

The Board concurred with the proposed changes. District staff will prepare the necessary resolutions for adoption on April 22, 2008.

Executive Assistant: Clean Up of Organization Chart Issues – Kim Thur reviewed the following proposed changes to the District's Organization Chart: 1) Re-adopting the Compensation Plan without the Salary & Ranges Schedule and Organization Chart included. The Compensation Plan is the policy explaining how the District will pay its employees. Per Legal Counsel, we should adopt the two schedules under separate resolution; 2) Removing the Implementation section of the current Compensation Plan to eliminate confusion; 3) Include the Development/Planning Engineer and Finance Supervisor positions in the new Salary & Ranges Schedule and Organization Chart; 4) Re-classifying the

Maintenance Office Assistant 2 to an Office Assistant 3 and include the change when the new Salary & Ranges Schedule and Organization Chart are adopted; and 5) Include the proposed changes to the Engineering Department in the documents.

The Board concurred with staff's recommendations. District staff will prepare the necessary resolutions for adoption at the April 22, 2008 Board meeting.

06/21/08 Open House/Barbecue Planning – Kim Thur provided the Board with the latest planning stages of the event. The Board concurred with scheduling the live fishing pond and having the event catered. The Board expressed an interest in having the District provide the beverages as well as ice cream that day.

Employee Retention Analysis – Kim Thur reviewed the spreadsheet that Hugh Findlay created, which outlines the reasons that employees have left the District since 2003. The Board thanked staff for the analysis.

Interim General Manager: North County Regional Wastewater Pipeline – John Peterson reported that the County sent a letter to Ridgefield, La Center and District, which provided a June 1 deadline for all of the agencies to develop a funding package for the Ridgefield pipeline in order to receive the \$10 million of REET money. All efforts to date identify a \$40 million funding package with significant unfunded balance of anywhere from \$10 million to \$30 million. The Board concurred with the following understandings that staff held: The District is not supportive of the District playing a major funding role in the regional pipeline at this time. The practical solution would be the County providing the majority of the bonding capacity and carrying the financial risk for the regional pipeline, Ridgefield contributing what they can financially and the District leasing its treatment capacity to Ridgefield in the short-term. The Board asked Mr. Peterson to advise Clark County of the District's position.

City of Vancouver Coordination of Services – John Peterson briefly reviewed the memo from District legal counsel. The Board requested a Work Session at the April 22, 2008 Board meeting to further discuss the topics and proposed structure of the agreement.

Woodland Contract for Reimbursable Services – Commissioner Kimsey expressed concerns

with the \$125/hour rate that the District is charging for our cleaning and TV'ing services. Commissioner Kimsey believes the rate is too low. District staff will prepare a memo and cost analysis for the April 22, 2008 Board meeting.

At 8:42 AM, Commissioner Harker excused himself from the meeting.

With there being no further business to come before the Commissioners at this time, Commissioner Kimsey moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed.

At 8:45 AM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary

Approved