

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
SPECIAL MEETING
December 23, 2013**

A special meeting was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on December 23, 2013. Commissioner Harker called the meeting to order at 4:00 PM.

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

District Staff: John Peterson, Shawn Moore, Robin Krause, Tom Burns, Ken Andrews, Heidi Rosenberg, Catrina Galicz, Phil Roppo, Hugh Findlay and Kim Thur.

Visitors Present for Special Presentations: Greg Kimsey, Gail Kimsey, Doug Kimsey and Callie Kimsey.

Visitors Present for Regular Meeting: Frank Dick, Betty Teunessen and Dan Clark.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: Commissioner Neil Kimsey Oath of Office Given by Greg Kimsey, Clark County Auditor – Greg Kimsey performed the Oath of Office for Commissioner Neil Kimsey.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving December 10, 2013 regular meeting minutes; December 17, 2013 regular meeting minutes; claim voucher warrant #s 44384-44456 in the amount of \$463,422.97 from the Maintenance Fund and \$93,614.46 from Capital Projects; payroll check # 8210 in the amount of \$800.00; approving Agenda Bill #13-084, authorizing the General Manager to sign the Interlocal Agreement between the City of Vancouver and Clark Regional Wastewater District regarding Industrial Pretreatment; Agenda Bill #13-085, approving the updated Goals & Initiatives within the Strategic Plan as presented in the Strategic Plan Update – Goals & Initiatives by Year form; Agenda Bill #13-086, appointing Commissioner Kiggins as president of the Board, Commissioner Harker as vice president and Commissioner Kimsey as secretary in 2014; Agenda Bill #13-087, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture and Landscape Architecture Services Contract with Wallis Engineering for an amount not to exceed \$100,000.00 for On-Call Professional Engineering

services for the 2014-2019 Six-Year Capital Program; Agenda Bill #13-088, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture and Landscape Architecture Services Contract with Minister & Glaeser Surveying Inc. for an amount not to exceed \$100,000.00 for On-Call Professional Engineering services for the 2014-2019 Six-Year Capital Program; and Agenda Bill #13-089, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture and Landscape Architecture Services Contract with HDJ Design Group, PLLC for an amount not to exceed \$100,000.00 for On-Call Professional Engineering services for the 2014-2019 Six-Year Capital Program;

Commissioner Kimsey seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience – Dan Clark, 1615 NW 87th Circle Vancouver, WA, expressed his recognition to staff and the Board for the 2014 budget. He stated it included all pertinent information and is presented in a professional manner.

Board Members: Each Commissioner reported on his recent activities.

General Manager: General Manager Activities Report (Discovery Clean Water Alliance Update; Agency Coordination; & District and Professional Organization Functions) – John Peterson reviewed his report. The Board did not have any questions or comments on the draft agenda bill related to targeted contract support for the Alliance Capital Plan development. District staff will provide the contract for approval on the January 14, 2014 Consent Agenda.

Assistant Manager: Assistant Manager Activities Report (Agency Coordination – City of Battle Ground) – Shawn Moore reviewed his report.

District Engineer: District Engineer Activities Report (Discovery Corridor Wastewater Transmission System; 2014 Capital Program; Local Agency Coordination; & Discovery Clean Water Alliance Support) – Robin Krause reviewed his report.

Memo re: Dow Short Plat – District Laterals Reimbursement – Robin Krause reviewed the memo. The Board concurred with staff's recommendation and requested staff to present the reimbursement at a future Board meeting for approval.

Finance Director: Finance Director Activities Report (Discovery Clean Water Alliance; Finance Department Staffing; & District and Professional Organization Functions) – Ken Andrews reviewed his report.

Capital Program Manager: Memo re: Ridgefield Collection System Transition Plan

Update – Heidi Rosenberg reviewed the memo, providing the Board with the final transition plan update prior to the January 1, 2014 implementation.

District Legal Counsel: No report.

Executive Assistant: No report.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: AB #13-090 – Resolution Adopting 2014 Budget – Commissioner Kiggins moved to adopt Resolution #1609, approving the 2014 budget.

Commissioner Kimsey seconded the motion, and it passed unanimously.

AB #13-091 – NE 152nd Avenue Pump Station – Pump Station & Force Main Bid Results & Developer Reimbursement – Robin Krause briefly reviewed the agenda bill.

Commissioner Kimsey moved to authorize the General Manager to sign the Developer Extension, Reimbursement and Service Agreement with the developer for the costs of construction and easement acquisition for the NE 152nd Avenue Pump Station project in an amount not to exceed \$480,673.50 and further authorize the General Manager, or designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 4:45 PM, Commissioner Harker adjourned the meeting.

Respectfully submitted,

Secretary