

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
April 24, 2018**

The third regular meeting of April was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on April 24, 2018. Commissioner Kimsey called the meeting to order at 3:00 PM.

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

District Staff: John Peterson, Shawn Moore, Robin Krause, Dale Lough, Ken Andrews, Rich Ludlow, Steve Bacon, Hugh Findlay, and Kim Thur.

Visitors Present for Special Presentations: John Brown, Tyler Schmitt, Spenser Fox and Evan Westervelt.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: Introduction: John Brown, Ridgefield Treatment Plant Operator III – Rich Ludlow introduced John Brown, Ridgefield Treatment Plant Operator III, who began employment on April 23. The Board welcomed Mr. Brown to the District.

Platinum Team Award: Evan Westervelt, Spenser Fox, Tyler Schmitt & Jose Gonzalez – The Board presented the certificates to Evan Westervelt, Spenser Fox, Tyler Schmitt and Jose Gonzalez for their efforts related to self-cleaning and inspecting the Shadow Wood MOV creek crossings, saving the District approximately \$15,000 in contractor fees.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda as presented, approving April 10, 2018 regular meeting minutes, April 17, 2018 regular meeting minutes; voucher #s 52431-52545 in the amount of \$139,586.38 from the Maintenance fund; \$4,426.86 from the Repair & Replacement Projects fund, \$109,698.13 from the Capital Projects fund; \$3,066.01 from the Alliance Administrative Lead fund; \$3,903.58 from the Alliance Repair & Replacement Projects fund; \$13.22 from the Alliance Capital Projects fund; payroll check #s 9394-9397 in the amount of \$692.60; approving Agenda Bill #18-032, authorizing the General Manager to sign a Professional Services Agreement with 4M Collections, LLC dba Discovery Financial Services to provide Collection Agency Services for the District; and Agenda Bill #18-033, authorizing the General Manager to sign the Sanitary Sewer Easement and Temporary

Construction Easement with the property owner, Leigh Renee Asset Management Trust.

Commissioner Harker seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience – No one present wished to provide testimony.

Board Members: Each Commissioner reported on his recent activities.

General Manager: General Manager Activities Report (Discovery Clean Water Alliance Update; Agency Coordination; and District and Professional Organization Functions) – John Peterson briefly reviewed his report.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; Human Resources – Recruitment; District Code; and District and Professional Organization Functions) – Shawn Moore briefly reviewed his report.

District Engineer: District Engineer Activities Report (District Campus Facilities Program; Capital Program – Construction; Capital Program – Design; Development Program; and Discovery Clean Water Alliance) – Robin Krause briefly reviewed his report, including a memo and draft agenda bill related to Kennedy Farms PUD Developer Reimbursement. The Board concurred with the proposed agenda bill and requested staff to include the item on a future Consent Agenda for approval.

Finance Director/Treasurer: Ken Andrews reported on two District fraudulent checks that were cashed by the District's bank. The District is implementing safeguards to prevent this from happening in the future.

Mr. Andrews reported that the District and Alliance audits will be completed shortly. Both audits went well with no findings anticipated.

Operations Manager: No report.

District Legal Counsel: No report.

Board Clerk: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

ANNOUNCEMENTS: None.

Commissioner Harker moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 3:25 PM, Commissioner Kimsey adjourned the meeting.

Respectfully submitted,

Secretary

(APPROVED 05/08/18)