

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
CONTINUED MEETING
November 27, 2018**

The continued meeting from November 20, 2018 was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on November 27, 2018. Commissioner Kimsey called the meeting to order at 4:00 PM.

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

District Staff: John Peterson, Shawn Moore, Robin Krause, Ken Andrews, Rich Ludlow, Brian Wolf, Heath Henderson, Steve Bacon and Kim Thur.

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

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving November 13, 2018 regular meeting minutes; November 20, 2018 regular meeting minutes; voucher #s 53608-53622 (voided) and #s 53623-53701 in the amount of \$427,837.83; payroll check #s 9514 and 9515 in the amount of \$381.01; Agenda Bill #18-076, adopting Resolution #1735, revising terms and making minor modifications to the District Administrative Code; amending Sections 2.12.010, 2.36.010(a), 2.36.020(a), 2.60.010, 3.28.080, 5.28.060, 5.52.470, and 6.04.160(a) of the Clark Regional Wastewater District Code; and repealing Chapters 2.20 and 2.52 of the Clark Regional Wastewater District Code; Agenda Bill #18-077, adopting Resolution #1736, relating to General Manager authority; and amending section 2.16.010 of the Clark Regional Wastewater District; and Agenda Bill #18-078, authorizing staff to declare the attached list dated November 27, 2018 as surplus and authorize staff to dispose of the surplus property properly.

Commissioner Kiggins seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience – No audience members 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; and Human Resources) – Shawn Moore briefly reviewed his report.

District Engineer: District Engineer Activities Report (District Campus Facilities Program; Capital Program – Construction; Capital Program – Design; Development Program; Discovery Clean Water Alliance; and Engineering Department) – Robin Krause briefly reviewed his report, including 1) memo re: Tay Terrace Customer Generated Infrastructure Request; 2) memo re: Seton Pump Station Developer Reimbursement; 3) memo re: Teal Crest Developer Reimbursement; and 4) memo re: UNFI Pump Station Developer Reimbursement.

The Board concurred with staff's recommendation to move forward with the design of the Tay Terrace project, including determining funding and conducting a workload assessment based on the first quarter 2019 Capital Program update.

The Board concurred with the memo and draft agenda bill related to the Seton Pump Station Developer Reimbursement and requested staff to include the item on a future Consent Agenda for action.

The Board concurred with the memo and draft agenda bill related to the Teal Crest Developer Reimbursement and requested staff to include the item on a future Consent Agenda for action.

The Board concurred with the memo and draft agenda bill related to the UNFI Pump Station Developer Reimbursement and requested staff to include the item on a future Consent Agenda for action.

Third Quarter 2018 Engineering Department Report – Mr. Krause reviewed the third quarter report.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Program; Discovery Clean Water Alliance; and District & Professional Organization Functions) – Ken Andrews briefly reviewed his report, including 1) a draft resolution establishing a three-year System Development Charge fee increase effective January 1, 2019; and 2) a draft resolution establishing a four-year monthly sewer rate increase effective January 1, 2019. Staff will be requesting Board action on the two resolutions at the December 11 Board meeting following the public hearing on the budget, and as a necessary prerequisite

for the budget adoption on December 26.

Third Quarter 2018 Financials/ERU Report – Mr. Andrews reviewed the third quarter report.

Operations Manager: Operations Manager Activities Report (Operations and Fleet)

– Rich Ludlow briefly reviewed his report.

Third Quarter 2018 Operations Department Report – Mr. Ludlow reviewed the third quarter report.

Legal Counsel: No report.

Board Clerk: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #18-079 – Resolution Repealing & Re-Adopting District Code Section 4.16.010 – Monthly Service Charges, Amending District Code Section 5.08.200 – Equivalent Residential Unit, & Repealing & Re-Adopting District Code Section 5.28.020 – Shawn Moore briefly reviewed the agenda bill, which was previously reviewed with the Board in draft form earlier this year and had received Board concurrence at that time.

Commissioner Kiggins moved to adopt Resolution #1734, relating to sewage flow values; amending section 2 of Resolution No. 1579; repealing section 4.16.010 in its entirety and adopting a new section 4.16.010 of the Clark Regional Wastewater District Code; amending section 5.08.200 of the Clark Regional Wastewater District Code; and repealing section 5.28.020 in its entirety and adopting a new section 5.28.020 of the Clark Regional Wastewater District Code.

Commissioner Harker seconded the motion, and it passed unanimously.

HEARINGS: None.

ANNOUNCEMENTS: None.

Commissioner Harker moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 4:55 PM, Commissioner Kimsey adjourned the meeting.

Respectfully submitted,

Secretary