

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
May 14, 2019**

The first regular meeting for the month of May was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on May 14, 2019. Commissioner Harker called the meeting to order at 4:00 PM.

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

District Staff: John Peterson, Shawn Moore, Heath Henderson, Ken Andrews, Rich Ludlow, Dale Lough, Steve Bacon, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark and Heidi Rosenberg; and City of Ridgefield: Councilmember Sandra Day.

Visitors Present for Promenade Apartments Latecomer Reimbursement Hearing: None.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving April 16, 2019 regular meeting minutes; April 23, 2019 regular meeting minutes; voucher #s 54463-54542, automated clearing house transactions, & #s 9610-9619 (payroll benefits warrants) in the amount of \$1,624,118.66; payroll direct deposit authorizations, automated clearing house transactions, and check #9620 in the amount of \$144,671.10; Agenda Bill #19-030, authorizing the General Manager to sign Professional Engineering Services Contract Amendment 5 with MacKay Sposito in the amount of \$25,000 for Land Surveying on an as-needed basis for continued services to deliver the 2019 Capital Program; Agenda Bill #19-031, authorizing the Operations Manager to purchase a 2020 Western Star 4700SB single-axle chassis with Swaploader dump box configuration for a not to exceed amount of \$173,000 (including sales tax and licensing); Agenda Bill #19-032, authorizing the General Manager, or written designee, to provide written notice of termination of the long-term disability policy with Lincoln National Life Insurance Company; and Agenda Bill #19-033, authorizing staff to declare the attached list dated May 3, 2019 as surplus and authorizing staff to dispose of the surplus property properly.

Commissioner Kimsey seconded the motion, and it passed unanimously.

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

Board Members: Each Commissioner reported on his recent activities.

General Manager: General Manager Activities Report (Discovery Clean Water Alliance Update; Agency Coordination; and District & Professional Organization Functions) – John Peterson briefly reviewed his report, including draft Agenda Bill #19-035 related to Resolution Authorizing Addition of Limited Term Alliance Construction Program Manager Position. The Board concurred with staff's recommendation and requested staff to add it to the New Business portion of the agenda at today's meeting.

Mr. Peterson then provided two options for the Board's consideration for the May 21 Board meeting, including canceling the meeting or to include a discussion on the Capital Facilities Plan for the District Campus. The Board concurred with having the discussion at the May 21 Board meeting.

Assistant Manager/Business Services Manager: Assistant Manager/Business Services Manager Activities Report (General Sewer Plan; Human Resources; Columbia River Economic Development Council (CREDC) Employment Lands Study; and Public Outreach – Hazel Dell Parade of Bands) – 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) – Heath Henderson briefly reviewed his report, including a draft agenda bill related to Union Road Pump Station Upgrade – Waiver of Competitive Bidding for Sewage Pumps. The Board concurred with staff's recommendation and requested staff to add it to the New Business portion of the agenda at today's meeting.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Program; Finance Program; and Alliance) – Ken Andrews briefly reviewed his report.

Operations Manager: Operations Manager Activities Report (Operations; and Fleet) – Rich Ludlow briefly reviewed his report.

Legal Counsel: No report.

Board Clerk: Board Event Attendance Confirmation (April 2019) – The Board signed the confirmation sheet.

Board Calendar of Events (May 2019) – Kim Thur briefly reviewed the calendar with the Board.

Draft AB re: APWA Re-Accreditation Agreement – Kim Thur briefly reviewed the agenda bill. The Board concurred with staff's recommendation and requested to include the item on a future Consent Agenda for approval.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #19-035 – Resolution Authorizing Addition of Limited Term Alliance Construction Program Manager Position – Commissioner Kimsey moved to adopt Resolution #1755, authorizing the addition of a limited term Alliance Construction Program Manager as a District staff position for a predetermined period of time.

Commissioner Kiggins seconded the motion, and it passed unanimously.

AB #19-036 – Union Road Pump Station Upgrade – Waiver of Competitive Bidding for Sewage Pumps – Commissioner Kimsey moved to authorize the General Manager, or written designee, to purchase three NP3153 MT Flygt pumps and associated ancillaries for an amount not to exceed \$75,446.40 (including sales tax).

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 4:25 PM, Commissioner Harker recessed the meeting for approximately 35 minutes.

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

HEARINGS: 5:00 PM – AB #19-034 – Promenade Apartments Latecomer Reimbursement - Commissioner Harker opened the hearing on the establishment of a Latecomer Reimbursement area for the Promenade Apartments and the amount for the sanitary sewer facilities constructed in the vicinity of NE 116th Street and NE 119th Avenue within public right-of-way of the project.

Steve Bacon provided the background information on the project.

Commissioner Harker then asked if anyone present wished to provide testimony on the sanitary sewer facilities and the latecomer reimbursement. No one present wished to provide testimony.

Commissioner Kiggins moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Harker announced the public hearing was closed.

Commissioner Kiggins stated that he believed the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to

direct staff to prepare a resolution for approval and adoption of the Promenade Apartments Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessment Table at a future Board meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Harker thanked everyone for attending the hearing.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 5:02 PM, Commissioner Harker adjourned the meeting.

Respectfully submitted,

Secretary

Approved 05/28/19