

CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
August 13, 2019

The first regular meeting for the month of August was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on August 13, 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, Steve Bacon, and Kim Thur.

Employees Present for Special Presentations: Isaac Saavedra.

Visitors Present for Regular Meeting: City of Ridgefield: Councilor Sandra Day.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Introduction: Isaac Saavedra, Maintenance Specialist 1

– Isaac Saavedra was introduced as the new Maintenance Specialist 1. Mr. Saavedra began employment on August 7. The Board welcomed Isaac to the District.

It was noted that Evan Westervelt's years of service award would be presented at a future Board meeting.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving July 23, 2019 regular meeting minutes; voucher #s 54872-54961, automated clearing house transactions, & #s 9670-9678 (payroll benefits warrants) in the amount of \$2,206,113.30; payroll direct deposit authorizations in the amount of \$258,419.78; Agenda Bill #19-050, authorizing the General Manager to sign the Professional Engineering Services Contract Amendment 2 with Murraysmith, Inc. in an amount not to exceed \$51,154.00 for the Country Meadows Interim Capacity Project and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the amended total contracted amount; and Agenda Bill #19-051, authorizing staff to schedule a public hearing for the Westminstershireville Latecomer Reimbursement on September 10, 2019 at 5:00 PM or as soon thereafter as possible.

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 a copy of an email provided to the District’s legislators thanking them for their work in funding the Public Works Assistance Account and advising them the dollars were awarded locally.

Assistant Manager/Business Services Manager: Assistant Manager/Business Services Manager Activities Report (Human Resources; Risk Management; Pretreatment; Facilities; and Community Outreach & Involvement) – Shawn Moore briefly reviewed his report.

District Engineer: District Engineer Activities Report (Clark County Urban Holding Area – NE 179th St./Fairgrounds Area; District Campus Facilities Program; Capital Program – Construction; Capital Program – Bid & Award; Capital Program – Design; Development Program; Discovery Clean Water Alliance; and Engineering Department) – Heath Henderson briefly reviewed the report, including a) draft agenda bill related to Design Manual Update – Consultant Contract.

Following discussion, the Board requested the proposed draft agenda bill for the Design Manual Update – Consultant Contract be included as a new item under New Business on a future Board meeting agenda for additional review and possible approval.

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 Facilities) – Rich Ludlow briefly reviewed his report.

Legal Counsel: No report.

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

Board Calendar of Events (August 2019) – Ms. Thur reviewed the August calendar with the Board.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #19-052 – Country Meadows Interim Pump Station Improvements Project – Construction Contract Award – Heath Henderson briefly reviewed the agenda bill, noting the lowest bidder was 12% higher than the engineer’s estimate. District staff recommends moving forward with the project because of the urgent nature of the project and the need to establish additional capacity for this system before the wet weather period later this year.

Commissioner Kimsey moved to award the construction contract as advertised for the

Country Meadows Interim Pump Station Improvement Project to Clark & Son's Excavating, Inc., authorize the General Manager to sign a contract with Clark & Son's Excavating, Inc. for the bid amount of \$787,645.24 (including sales tax) and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen (15) percent of the original contract amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

AB #19-053 – Tay Terrace Septic Elimination Project – Construction Contract Award – Heath Henderson briefly reviewed the agenda bill, noting the lowest bidder was 3.7% less than the engineer's estimate.

Commissioner Kiggins moved to award the construction contract as advertised for the Tay Terrace Septic Elimination Program Project to Advanced Excavating Specialists, LLC, authorize the General Manager to sign a contract with Advanced Excavating Specialists, LLC for the bid amount of \$834,459.95 (including sales tax) and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original contract amount.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins moved to adjourn the meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 4:50 PM, Commissioner Harker adjourned the meeting.

Respectfully submitted,

Secretary