

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
October 8, 2019**

The first regular meeting for the month of October was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on October 8, 2019. Commissioner Harker called the meeting to order at 4:00 PM.

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

District Staff: John Peterson, Shawn Moore, Rich Ludlow, Ken Andrews, Dale Lough, Vanessa Johnson, Brian Wolf, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Special Presentations: Lori Lunceford.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark and Heidi Rosenberg.

Visitors Present for Annexation #03-17 Public Hearing: Goral Mammenga, Thomas and Jeni Prew and Rick Crump.

ADDITIONS & DELETIONS TO AGENDA: Mr. Peterson announced that staff is requesting a short executive session to review the performance of an employee with legal counsel.

SPECIAL PRESENTATIONS: Lori Lunceford, Accountant: 5 Years of Service Award – The Board presented Lori Lunceford with her 5 Years of Service Award and thanked her for her ongoing service to the District.

WORK SESSION: 2020 Budget Workshop #1: Framework for 2020-2025 Financial Plan – Ken Andrews reviewed the memo, which included an updated six-year financial projection for the 2020-2025 planning period.

2020-2025 Six Year Capital Program – Heath Henderson presented the 2020-2025 Six-Year Capital Program for the Board's review and information. Mr. Henderson highlighted the larger investments in the collection system and facilities anticipated during the planning period.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving September 24, 2019 regular meeting minutes; voucher #s 55124-55194, automated clearing house transactions, & #s 9711-9717 (payroll benefits warrants) in the amount of \$1,888,451.23; payroll direct deposit authorizations and automated clearing house transaction in the amount of \$136,134.49; Agenda Bill #19-062, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture and Landscape Architecture Services Contracts with Professional Service Industries, Inc., AKS Engineering & Forestry, LLC, Industrial Systems, Inc., and Ecological Land Services, and to sign the Clark Regional Wastewater District Agreement for Real Property Consulting Services with Epic Land Solutions, Inc., for an amount

not to exceed \$50,000.00 each for On-Call Professional Engineering services for the 2020-2025 Six-Year Capital Program, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original contracted amounts; and Agenda Bill #19-063, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture and Landscape Architecture Services Contracts with Murraysmith, Wallis Engineering, PLLC, Jacobs Engineering Group, Inc., Otak, Inc., WSP USA, Inc., MacKay Sposito, Grayling Engineers, PLLC, Geotechnical Resources, Inc., and Columbia West Engineering, Inc., for an amount not to exceed \$100,000.00 each for On-Call Professional Engineering services for the 2020-2025 Six-Year Capital Program, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original contracted amounts.

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.

Assistant Manager/Business Services Manager: Assistant Manager/Business Services Manager Activities Report (Human Resources; and Risk Management) – 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.

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

Operations Manager Activities Report (Operations; and Conferences & Training) – Rich Ludlow briefly reviewed his report.

Legal Counsel: Eric Frimodt provided a brief update on the Washington State Supreme Court litigation regarding the King County rental charge for utilities in the right-of-way.

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

Board Calendar of Events (October 2019) – Kim Thur presented the October calendar to the Board.

NEW BUSINESS: AB #19-065 – Alliance Salmon Creek Treatment Plant Biosolids Cake Transfer Screw Replacement Project – Rejection of Bids – Heath Henderson briefly reviewed the agenda bill, explaining the Salmon Creek Treatment Plant Biosolids Cake Transfer Screw Replacement project was designed in 2019 with provisions to replace the equipment and the roof of the solids hopper, which is showing signs of corrosion. The District is delivering this project in accordance with the Administrative Lead Agreement with the Alliance.

The engineer's estimate for the project was \$390,183. The District received two (2) bids and opened them on Thursday, September 26, 2019. One bid was for \$477,502 and the other was for \$499,928 (each including sales tax); both bids were well over the engineer's estimate.

Given the apparent lack of competitive bidding and higher than expected bids, staff recommends rejecting the bid and rebidding the project in 2020.

Commissioner Kimsey moved to reject all bids for the Salmon Creek Treatment Plant Biosolids Cake Transfer Screw Replacement project.

Commissioner Kiggins seconded the motion, and it passed unanimously.

AB #19-066 – Groundskeeping and Landscape Maintenance Services Contract – Rich Ludlow briefly reviewed the agenda bill, explaining the current groundskeeping and landscape contract expired on October 1. The new proposed Maintenance Services Contract has been reviewed by District legal counsel and the services have been incorporated into the proposed 2020 budget.

Commissioner Kiggins moved to authorize the General Manager to sign the Maintenance Services Contract with C&R Tractor and Landscaping, Inc. in the amount of \$60,450 plus applicable taxes and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen (15) percent of the original contracted amount, including applicable taxes.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 4:40 PM, Commissioner Harker recessed the meeting into Executive Session with District legal counsel for the purpose of considering a personnel matter, under RCW 42.30.110 section 1(g) for 15 minutes. No decisions will be made.

At 4:50 PM, Commissioner Harker reconvened the meeting from the Executive Session.

At 4:51 PM, Commissioner Harker recessed the meeting for 9 minutes.

At 5:00 PM, Commissioner reconvened the meeting.

HEARINGS: 5:00 PM – AB #19-064 – Annexation #03-17 (Mill Creek) - Commissioner Harker opened the public hearing on the new proposed annexation of properties located within the Urban Growth Boundary in the general area south of NE 192nd Street, east of NE 34th Avenue, west

of NE 50th Avenue and north of NE 165th Street to the District by the 60 percent petition method under RCW 57.24.060-57.24.100. He then asked District staff to explain the area proposed for annexation, the history of the petition filing and the process for the annexation.

Steve Bacon reported that a petition for annexation was requested by a property owner in November of 2017. The petition was issued to the requestor on July 20, 2018. At that time, the District provided notification to all the property owners in the annexation area that a petition was being circulated.

The District held an Open House on August 30, 2018 with 12 property owners and other interested parties in attendance. During the signature gathering process, staff responded to questions from property owners. The final petition deadline was extended several times, and it was returned to the District on April 20, 2019. Subsequently, a SEPA/DNS checklist was circulated for this annexation. The comment period closed on July 8, 2019. Staff received one comment on the SEPA from David McDonald. A response was sent to Mr. McDonald on August 19, 2019.

There is a total of approximately 489 acres involved in the annexation, consisting of 80 parcels. The final petition was signed by the owners of 28 parcels, representing a total area of 304 acres. This accounts for 62% of the total area. Staff has verified the signatures for greater than 60% of the land area.

Commissioner Harker then asked if anyone in the audience would like to address the Board on the proposed annexation.

Rick Crump, 16603 NE 50th Avenue Vancouver, WA, representing a business in the annexation area, asked where the mainline will be located for the extension and asked about the anticipated construction schedule.

District staff answered both questions.

Commissioner Kimsey moved to close the public hearing on Annexation #03-17.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Kimsey moved to direct staff to prepare a resolution approving a petition for Annexation #03-17 of real property to the District for consideration at a future Board meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Harker thanked everyone for attending the hearing.

UNFINISHED BUSINESS: None.

Commissioner Kiggins moved to adjourn the meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 5:07 PM, Commissioner Harker adjourned the meeting.

Respectfully submitted,

Secretary

Approved 10/22/19