

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
February 9, 2021**

The first regular meeting of the month of February 2021 was held via remote GoToMeeting session at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on February 9, 2021. 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, Heath Henderson, Steve Bacon, Vanessa Johnson, Les MacDonald, Ken Andrews, Rich Ludlow, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: City of Ridgefield: Councilmember Sandra Day. Interested Citizens: Dan Clark, Heidi Rosenberg, and a visitor who declined to identify himself/herself with the screen initials of PS.

Visitors Present for Special Presentations: Vikki Rowe and Andrew Haynes

Visitors Present for Seton Subdivision Phase 1 Latecomer Reimbursement Hearing: None.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: 15 Years of Service Award: Vikki Rowe, Customer Account Supervisor – The Board recognized and commended Vikki Rowe for 15 years of ongoing dedicated service.

Introduction: Andrew Haynes, Account Specialist – The Board was introduced to Andrew Haynes, the new Account Specialist, who began employment on February 1.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving January 26, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Voucher #s 56907-56949 Dated 02/02/21 in the amount of \$1,204,736.23; Payroll Benefits' Warrant #s 10020-10026 Dated 01/25/21 in the amount of \$112,054.56; Electronic Payments Dated 02/02/21 in the amount of \$1,053,044.96; Payroll Direct Deposit Authorizations Dated 01/25/21 in the amount of \$144,829.19; Agenda Bill #21-016, authorizing staff to schedule a public hearing for the Curtin Creek Warehouses Offsite Latecomer Reimbursement on March 9, 2021 at 5:00 PM or as soon thereafter as possible; Agenda Bill #21-017, adopting Resolution #1805, approving the final cost and pro rata share of the District installed local facilities for the North Junction Trunk District Installed Infrastructure, District Project #27-2014-0010; and Agenda Bill #21-018, adopting Resolution #1806, approving the final cost and pro rata share of District installed local facilities for the NE 119th Street County Road Project (87 Ave to 112 Ave) District Installed

Infrastructure, District Project #25-2015-0028.

Commissioner Kiggins seconded the motion, and it passed unanimously.

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

Board Members: Each Commissioner reported on their recent activities.

General Manager: General Manager Activities Report (Agency Coordination; District and Professional Organization Functions; and Discovery Clean Water Alliance Update) – John Peterson let his written report stand. He had no further report.

Business Services Director: Business Services Director Activities Report (Human Resources/IT; Public Outreach & Engagement; and Emergency Management) – Shawn Moore let his written report stand. He had no further report.

Engineering Director: Engineering Director (District Engineer) Activities Report (District Campus Facilities Program; Capital Program – Construction; Capital Program – Design; Development Program; and Engineering Department) – Heath Henderson reviewed his report, including:

a) Draft agenda bill related to Cougar Creek Trunk CIPP Project – Professional Engineering Services Contract – The Board concurred with the proposed agenda bill and requested to include on an upcoming Consent Agenda for action.

b) A possible Septic Elimination Project in the Sunset Strip neighborhood (vicinity of NE 104th Street and NE 89th Avenue due to failing septic systems. Pending further feedback from the neighborhood, which is expected later this month, staff may recommend that this project proceed ahead of the Larkada/Meadows project, where there are currently no septic failures.

c) A draft letter that staff is planning to provide to 12 Accessory Dwelling Unit permit owners that were issued and approved by Clark County without requesting District approval regarding sewer service.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance) – Ken Andrews briefly reviewed his report, including providing a copy and reviewing the current utility billing aging report through February 2021.

Operations Director: Operations Director Activities Report (Collection System Operations; Fleet; and Control Systems) – Rich Ludlow let his written report stand. He had no further report.

Legal Counsel: Eric Frimodt provided a brief update on the COVID-19 pandemic and Washington's Roadmap to Recovery.

Board Clerk: Board Confirmation of Calendar of Events (January 2021) – The Board

signed the confirmation of events.

Board Calendar of Events (February 2021) - Kim Thur let her written report stand. She had no further report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #21-020 – Lateral Lining 2020 – Construction Contract Award – Heath Henderson briefly reviewed the agenda bill explaining the construction contract was advertised for bids, and a bid opening was held on January 28. Three bids were received, and the low bid was submitted by Iron Horse LLC at 24% below the engineer's estimate.

Commissioner Harker moved to award the construction contract as advertised for the Lateral Lining 2020 Project to Iron Horse LLC, authorize the General Manager to sign a contract with Iron Horse LLC for the bid amount of \$276,609.70 (including sales tax) and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed twenty (20) percent of the original contracted amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 4:28 PM, Commissioner Kimsey recessed the meeting for the General Manager, District legal counsel and the Board to have an Executive Session for the purpose of considering pending or potential litigation matters pursuant to RCW 42.30.110 Section 1(i). No action will be taken.

At 5:00 PM, Commissioner Kimsey reconvened the regular meeting.

HEARINGS: 5:00 PM – Virtual Public Hearing – AB #21-019 – Seton Subdivision Phase 1 Latecomer Reimbursement – Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the Seton Subdivision Phase 1 project and the amount for the sanitary sewer facilities constructed in the vicinity of North 65th Avenue and North 10th Street within public right-of-way of the project.

Heath Henderson provided the background information on the project.

Commissioner Kimsey then asked if anyone attending remotely wished to provide testimony on the sanitary sewer facilities and the Latecomer reimbursement. No one was present remotely.

Commissioner Kiggins moved to close the public hearing.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kimsey 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 Seton Subdivision Phase 1 Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessment Table at a future Board meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kimsey thanked everyone for attending the hearing.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 5:07

PM.

Respectfully submitted,

Secretary

Approved 02/23/2021