

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
February 23, 2021**

The second 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 23, 2021. Commissioner Kimsey called the meeting to order at 3:00 PM.

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

District Staff: John Peterson, Shawn Moore, Heath Henderson, Vanessa Johnson, Ken Andrews, Rich Ludlow, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, and a visitor who declined to identify himself/herself with the screen name of Caller 4. Consultants: Jason Irving with MacKay Sposito.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving February 9, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Voucher #s 56950-56986 Dated 02/16/21 in the amount of \$185,932.75; Payroll Benefits' Warrant #s 10027-10037 Dated 02/11/21 in the amount of \$233,745.19; Electronic Payments Dated 02/16/21 in the amount of \$216,883.52; Payroll Direct Deposit Authorizations Dated 02/10/21 in the amount of \$146,415.26; Agenda Bill #21-021, adopting Resolution #1807, establishing a latecomer charge for sewer lines constructed in conjunction with the Seton Subdivision Phase 1 (Project #11-2018-0100) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Seton Subdivision Phase 1 project; and Agenda Bill #21-022, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture, and Landscape Architecture Services Contract with Murraysmith Inc. in a amount not to exceed \$373,880 for the Cougar Creek Trunk Repair project and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the total contracted amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

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

REPORTS: 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 briefly reviewed his report, including providing an update on the recent request from Washington Association of Sewer and Water Districts (WASWD) for Public Works Board applications materials from WASWD Members.

Business Services Director: Business Services Director Activities Report (Human Resources/IT; Public Outreach & Engagement; Risk Management; and Emergency Management) – Shawn Moore briefly reviewed his report, including:

a) Memo related to 2020 Risk Management & Claims Summary.

b) Draft agenda bill related to COVID-19 Vaccination Policy – Ratify & Confirm General Manager’s Adoption of Policy. The Board concurred with the proposed agenda bill and decided to act on the item at this time.

AB #21-023 – COVID-19 Vaccination Policy – Ratify & Confirm General Manager’s Adoption of Policy – Commissioner Kiggins moved to ratify and confirm previous action of General Manager adopting the COVID-19 Vaccination Policy #POL-050.

Commissioner Harker seconded the motion, and it passed unanimously.

Engineering Director: Engineering Director (District Engineer) Activities Report (District Campus Facilities Program; Capital Program – Construction; Capital Program – Bid and Award; Capital Program – Design; Development Program; and Engineering Department) – Heath Henderson let his written report stand. He had no further report.

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

Operations Director: Operations Director Activities Report (Collection System Operations; Ridgefield Treatment Plant; and Agency Coordination) – Rich Ludlow let his written report stand. He had no further report.

Legal Counsel: No report.

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

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

At 3:18 PM, Commissioner Kimsey recessed the meeting for the General Manager, District legal counsel and the Board to have an Executive Session for approximately 40 minutes for the purpose of considering a pending or potential litigation matter pursuant to RCW 42.30.110 Section 1(i). No action will be taken.

At 4:00 PM, Commissioner Kimsey reconvened the regular meeting.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 4:02 PM.

Respectfully submitted,

Secretary

Approved 03/09/2021