

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

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

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, Heidi Rosenberg, and Andrew Young. City of Ridgefield: Councilor Sandra Day.

Visitors Present for Brickwood Industrial Latecomer Reimbursement Hearing: None.

Visitors Present for Curtin Creek Warehouses Offsite Latecomer Reimbursement Hearing: None.

MOMENT OF SILENCE TO HONOR LIVES LOST TO COVID-19 PANDEMIC: The Board held a moment of silence to honor the over 500,000 lives lost to the COVID-19 pandemic over the past year.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving February 23, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Voucher #s 56987-57025 Dated 03/02/21 in the amount of \$1,132,014.58; Payroll Benefits' Warrant #s 10038-10044 Dated 02/25/21 in the amount of \$114,302.72; Electronic Payments Dated 03/02/21 in the amount of \$666,892.51; Payroll Direct Deposit Authorizations Dated 02/25/21 in the amount of \$146,415.26; and Agenda Bill #21-024, authorizing staff to schedule a public hearing for the Pleasant Hollow Latecomer Reimbursement on April 13, 2021 at 5:00 PM or as soon thereafter as possible.

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.

Business Services Director: Business Services Director Activities Report (Human Resources/IT; Risk Management; 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 – Capital Program – Design; Development Program; and Engineering Department) – Heath Henderson briefly reviewed his report, including:

- a) Monthly project status report for the Cougar Creek Trunk Repair project.
- b) Monthly project status report for the NE 20th Avenue Trunk project.
- c) Monthly project status report for the South Junction Trunk Sewer Upgrade project.
- d) Memo related to Columbia Veterinary Center Easement. Following review of the request, the Board concurred with staff recommendation to charge \$370.87 for the easement and requested the item be included on an upcoming Consent Agenda for approval.
- e) Memo related to Peterson Machinery Latecomer Reimbursement. The Board requested that staff review the proposed assessment methods to determine if a more equitable method of calculation can be allocated to the benefitting properties. Mr. Henderson stated after the review is completed, staff will bring the matter back for additional Board comment and concurrence.

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 March 2021.

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

Legal Counsel: Eric Frimodt provided an update on the COVID-19 pandemic, including the Governor's Healthy Washington: Roadmap to Recovery directive.

Board Clerk: Board Confirmation of Calendar of Events (February 2021) – The Board signed the confirmation sheet.

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 4:35 PM, Commissioner Kimsey recessed the meeting.

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

HEARINGS: 5:00 PM – Virtual Public Hearing – AB #21-025 – Brickwood Industrial Latecomer Reimbursement – Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the Brickwood Industrial project and the amount for the sanitary sewer facilities constructed in the vicinity of NE 72nd Avenue and NE 99th Street within public easements 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 Brickwood Industrial 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.

5:00 PM – Virtual Public Hearing – AB #21-026 – Curtin Creek Warehouses Offsite Latecomer Reimbursement – Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the Curtin Creek Warehouses Offsite project and the amount for the sanitary sewer facilities constructed in the vicinity of NE 87th Avenue and NE 105th Street and within public sanitary sewer easements 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 Curtin Creek Warehouses Offsite

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 5:08 PM.

Respectfully submitted,

Secretary

Approved 03/23/21