

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

The third regular meeting of the month of March 2021 was held via remote GoToMeeting session at the District Board meeting room, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on March 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, Steve Bacon, Ken Andrews, David Logan, Rich Ludlow, and Kim Thur.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark and, a visitor who declined to identify himself/herself with the screen name of Caller 03.

Visitors Present for Agenda Bill #21-031: District Staff: Tom Lebo, Bob Sanguinetti. District legal counsel Bill Linton. Contractors: Dee Burch and Jon Koller with Advanced American Construction, Inc., and Kainan Bodenlos with Northbank Civil & Marine.

**ADDITIONS & DELETIONS TO AGENDA:** None.

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda, approving March 9, 2021 regular meeting minutes and March 16, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Voucher #s 57026-57064 Dated 03/16/21 in the amount of \$159,555.00; Payroll Benefits' Warrant #s 10045-10055 Dated 03/11/21 in the amount of \$230,197.79; Electronic Payments Dated 03/16/21 in the amount of \$511,890.25; Payroll Direct Deposit Authorizations Dated 03/10/21 in the amount of \$147,836.89; Agenda Bill #21-027, adopting Resolution #1808, establishing a Latecomer charge for sewer lines constructed in conjunction with the Brickwood Industrial (Project #17-2017-0056) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Brickwood Industrial project; Agenda Bill #21-028, adopting Resolution #1809, establishing a Latecomer charge for sewer lines constructed in conjunction with the Curtin Creek Warehouses Offsite (Project #17-2020-0003) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Curtin Creek Warehouses Offsite project; Agenda Bill #21-029, authorizing staff to schedule a public hearing for the Rivendell Subdivision Phases 4-6 Latecomer Reimbursement on April 13, 2021 at 5:00 PM or as soon thereafter as possible; and Agenda Bill #21-030, authorizing the General Manager to sign

the Private Sewer Easement granting a 17-foot easement for the installation and maintenance of a private service lateral to provide sewer service to the Columbia Veterinary Clinic project.

Commissioner Kiggins seconded the motion, and it passed unanimously.

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

The Board decided to address Agenda Bill #21-031 at this time.

**AB #21-031 – Salmon Creek Treatment Plant Phase 5A Package 1 – Columbia River Outfall Construction Contract Award** – John Peterson briefly reviewed the agenda bill, noting that District staff, District legal counsel, and Jacobs Engineering developed the Contract Provisions and advertised the project for bids. Bids were opened on March 11, 2021 with two responsive bidders, and he explained the bid tabulation was included with the agenda bill.

Based on receiving a responsive low bid within the overall expected range, District staff recommends awarding the contract and including a 15% contingency as part of the contract award, due to the specialized nature of the work and the constraints placed on the project by the large number of environmental permitting approvals.

Commissioner Kiggins moved to award the construction contract as advertised for the Phase 5A Project: Package 1 – Columbia River Outfall to Advanced American Construction, Inc., authorize the General Manager to sign a contract with Advanced American Construction, Inc. for the bid amount of \$6,889,904 (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 contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

Dee Burch, President of Advanced American Construction, Inc., expressed his appreciation to the Board for awarding the contract to his company and looks forward to working with the District on the project.

**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; Emergency Management; and Pretreatment)** – 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 briefly

reviewed his report, including:

a) Memo related to Peterson Machinery Latecomer Reimbursement. At the March 9 Board meeting, the Board requested a review of staff's recommendation to apply the Latecomer assessment using the Front Foot method. Staff has provided a comparison of several different Latecomer calculation methods for the Board's consideration. Following review of the comparison sheet, the Board requested staff to move forward with using the Combo method (50% area/50% parcel) and requested staff to notify the affected property owners and prepare an agreement for the developer's signature. The reimbursement will be presented at future Board meetings, including a public hearing.

**Fourth Quarter 2020 Engineering Department Report** – Mr. Henderson briefly reviewed his report.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance)** – Ken Andrews let his written report stand.

**Fourth Quarter 2020 Financials/ERU Report** – Mr. Andrews briefly reviewed his report.

**Operations Director: Operations Director Activities Report (Collection System Operations; Campus Improvement Process; Ridgefield Treatment Plant; and Battle Ground Force Main)** – Rich Ludlow let his written report stand.

**Fourth Quarter 2020 Operations Department Report** – Mr. Ludlow briefly reviewed his report.

**Legal Counsel:** No report.

**Board Clerk: Board Calendar of Events (April 2021)** - Kim Thur briefly reviewed the calendar with the Board.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** Nothing further.

**HEARINGS:** None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 3:53 PM.

Respectfully submitted,

Secretary