

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
April 27, 2021**

The third regular meeting of the month of April 2021 was held at the District Board meeting room with also an optional Remote GoToMeeting attendance option, 8000 NE 52nd Court, Vancouver, Washington on April 27, 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, Jerry Barnett, Steve Bacon, Ken Andrews, David Logan, Rich Ludlow, and Kim Thur.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark.

Visitors Present for Special Presentations: Kathleen Williams.

ADDITIONS & DELETIONS TO AGENDA: John Peterson noted that Heath Henderson would be reviewing a draft agenda bill during his report, and Ken Andrews would be reviewing a memo during his report. In addition, staff would like to offer the Board a tour of the new Operations building as the last item on the agenda.

SPECIAL PRESENTATIONS: Introduction: Kathleen Williams, Engineering Intern – Heath Henderson introduced Kathleen Williams, the new Engineering Intern, who began employment on March 24. The Board welcomed Ms. Williams to the District.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving April 13, 2021 regular meeting minutes; April 20, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Voucher #s 57117-57147 Dated 04/20/21 in the amount of \$161,682.12; Payroll Benefits' Warrant #s 10063-10076 Dated 04/13/21 in the amount of \$253,335.80; Electronic Payments Dated 04/20/21 in the amount of \$793,615.08; Payroll Direct Deposit Authorizations Dated 04/09/21 in the amount of \$152,335.38; Agenda Bill #21-037, authorizing the General Manager to enter a Maintenance and Purchased Services Contract with Wapiti NW LLC, for a three-year term, for a total not to exceed amount of \$135,000, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen (15) percent of the total contracted amount; Agenda Bill #21-038, authorizing the General Manager to sign the Maintenance Services Contract Amendment #1 with Tribeca Transport LLC for a contract increase of \$7,584.41 for Ridgefield Treatment Plant sludge hauling services and further authorizing the General Manager, or written designee, to sign supplemental

amendments not to exceed fifteen (15) percent of the amended contract amount; Agenda Bill #21-039, adopting Resolution #1810, establishing a latecomer charge for sewer lines constructed in conjunction with the Pleasant Hollow (Project #11-2018-0054) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Pleasant Hollow subdivision; and Agenda Bill #21-040, adopting Resolution #1811, establishing a latecomer charge for sewer lines constructed in conjunction with the Rivendell Phases 4-6 (Project #11-2019-0021) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Rivendell Phases 4-6 subdivision.

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 a copy of the letter that the Alliance and City of Vancouver jointly wrote commenting on the Department of Ecology's (Ecology) Water Quality Assessment list of impaired waters published by Ecology on April 8, 2021.

Further Mr. Peterson advised the Board that House Bill 1277 was successfully amended to exempt districts from existing lien surcharges, reducing existing lien recording fees by \$85.50. The bill has been provided to the Governor for signature.

Business Services Director: Business Services Director Activities Report (Human Resources/IT; Risk Management; and Emergency Management) – Shawn Moore briefly reviewed his report.

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 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.

Mr. Henderson then reviewed a draft agenda bill related to Campus Improvements Project – City of Vancouver Water Service Final Acceptance Documents. The Board requested to add this item to the agenda at this time for discussion/action.

AB #21-041 – Campus Improvements Project – City of Vancouver Water Service Final Acceptance Documents – Commissioner Kiggins moved to authorize the General Manager to

sign the City of Vancouver Water Easement, Bill of Sale, and Utility Service Covenant to support the City's final acceptance of public water infrastructure installed for the District Campus Improvements project.

Commissioner Harker seconded the motion, and it passed unanimously.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance) – Ken Andrews briefly reviewed his report. Mr. Andrews then reviewed a memo related to Confirmation of District Policy Regarding District Code Authorizing Payment of Connection Charges in Installments – 134th Street Lofts. Following review of the memo, the Board concurred with the connection fee financing request from the owners of 134th Street Lofts, as the request is allowed by District Code.

The Board further requested staff to provide recommended Code updates for future requests of this nature. Mr. Andrews indicated he would provide recommendations at a future Board meeting.

Operations Director: Operations Director Activities Report (Collection System Operations; Fleet; and Control Systems) – Rich Ludlow briefly reviewed his report.

Legal Counsel: No report.

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

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

At approximately 3:50 PM, each Board Member and the General Manager toured the District's nearly completed new Operations building. The tour ended at 4:18 PM.

HEARINGS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 4:19 PM.

Respectfully submitted,

Secretary