

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
May 11, 2021**

The first regular meeting of the month of May 2021 was held at the District Board meeting room with also an optional Remote GoToMeeting attendance option, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on May 11, 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, Vanessa Johnson, Les MacDonald, Steve Bacon, Ken Andrews, David Logan, Rich Ludlow, and Kim Thur. District legal counsel Eric Frimodt.

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

Visitors Present for Peterson Machinery Latecomer Reimbursement Hearing: None.

Visitors Present for Urban Downs Latecomer Reimbursement Hearing: None.

**ADDITIONS & DELETIONS TO AGENDA:** John Peterson noted that Kim Thur would provide an updated May 2021 calendar of events during her Board Clerk report.

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda, approving April 27, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Voucher #s 57148-57177 Dated 05/05/21 in the amount of \$1,080,473.39; Payroll Benefits' Warrant #s 10077-10083 Dated 04/22/21 in the amount of \$118,770.19; Electronic Payments Dated 05/05/21 in the amount of \$614,380.94; Payroll Direct Deposit Authorizations Dated 04/23/21 in the amount of \$151,207.42; and Agenda Bill #21-042, authorizing staff to schedule a public hearing for the 76<sup>th</sup> Street Premier Storage Latecomer Reimbursement on June 8, 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** – Sandra Day, City of Ridgefield Councilor, thanked the District for everything it has done and continues to do for the City of Ridgefield. Councilor Day will be resigning from the Ridgefield City Council and relocating to Arizona to be close to family.

**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 end of session legislative report from the Washington Association of Sewer and Water Districts.

**Business Services Director: Business Services Director Activities Report (Human Resources/IT; and Emergency Management)** – Shawn Moore briefly reviewed his report, including providing memo on the Washington State Long-Term Services and Supports Trust Program. Per the new state law, employers will be required to begin the payroll deduction from employees' gross pay beginning January 1, 2022. Benefits will be available for qualified individuals beginning January 1, 2025.

**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) Memo related to Viers Subdivision Pump Station Developer Reimbursement. The Board concurred with staff recommendations to request that the developer cover the costs of additional expenses, which exceed those typically seen on projects of this type, if the developer decides to install the pump station on its chosen site.

b) Memo related to Engineering Department – Construction Management Recommendation. No direction requested of Board. The item was provided for information only.

c) Draft letter to Congresswoman Jaime Herrera Beutler offering support for Clark County's funding request under the House Transportation and Infrastructure Committee Member Designated Projects Program for the I-5/179<sup>th</sup> Street project. The Board concurred with the proposed letter, and Commissioner Kimsey signed the letter.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance)** – Ken Andrews briefly reviewed his report, including, a draft agenda bill related to Resolution Amending District Investment Policy. The Board concurred with the proposed agenda bill and requested staff to include on a future Consent Agenda for approval.

Mr. Andrews then provided a copy and reviewed the current utility billing aging report through May 2021.

**Operations Director: Operations Director Activities Report (Fleet; Control Systems/Campus Improvement; and Ridgefield Treatment Plant)** – Rich Ludlow briefly reviewed his report.

**Legal Counsel:** Eric Frimodt provided an update on Washington State's current response to the COVID-19 pandemic.

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

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

At 4:40 PM, Commissioner Kimsey recessed the meeting until 5:00 PM.

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS: AB #21-043: 5:00 PM – Peterson Machinery Latecomer Reimbursement** – Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the Peterson Machinery project and the amount for the sanitary sewer facilities constructed in the vicinity of NE 10<sup>th</sup> Avenue and NE Delfel Road 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 or in person wished to provide testimony on the sanitary sewer facilities and the Latecomer reimbursement. No one was present.

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 Peterson Machinery 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.

**AB #21-044: 5:00 PM – Urban Downs Latecomer Reimbursement** – Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the Urban Downs project and the amount for the sanitary sewer facilities constructed in the vicinity of NE 10<sup>th</sup> Avenue and NE 259<sup>th</sup> Street and 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 or in person 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 Urban Downs 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