

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
August 24, 2021**

The third regular meeting of the month of August 2021 was held at the District Operations Building Conference Room with also an optional Remote GoToMeeting attendance option, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on August 24, 2021. Commissioner Kimsey called the meeting to order at 3:00 PM.

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

District Staff: John Peterson, Shawn Moore, Heath Henderson, Les MacDonald, Vanessa Johnson, David Logan, Ken Andrews, Rich Ludlow, and Kim Thur.

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

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

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION: 2021 General Manager/Organization Goal 23 Update: Accessory Dwelling Unit (ADU) Definition Review** – Heath Henderson, along with Les MacDonald and John Peterson, reviewed the presentation with the Board. Following the presentation, discussion occurred on developing options for the Board's review. District staff will continue development of options and plan to present at a future Board meeting for the Board's consideration.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda, approving August 10, 2021 and August 17, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 08/16/21 in the amount of \$789,570.54; Voucher #s 57404-57452 Dated 08/16/21 in the amount of \$96,768.33; Payroll Benefits' Warrant #s 10141-10151 Dated 08/10/21 in the amount of \$230,617.48; Payroll Direct Deposit Authorizations Dated 08/10/21 in the amount of \$160,076.17; Agenda Bill #21-071, adopting Resolution #1819, approving annexation of real property (#01-21) to the District, subject to final approval by the Clark County Council; and Agenda Bill #21-072, ratifying and confirming the sole source exemption for the purchase of flow metering equipment from Bainbridge Associates, Inc. under Purchase Order 11741 in the amount of \$20,037.14.

Commissioner Kiggins seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience:** No one attending the meeting in person or remotely wished to speak.

**REPORTS: Board Members:** Commissioner Kiggins reported on his 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 current operations status for the Alliance Regional Assets managed by Clark County Public Works.

Mr. Peterson then advised the Board that he would be providing a tour of the Salmon Creek Treatment Plant to Senator Annette Cleveland this Friday at noon. Both Commissioners Kimsey and Kiggins expressed interest in attending the tour.

Commissioner Harker noted that he would not be in attendance for the October 1 Alliance Special Board meeting. Commissioner Kimsey stated he would attend as the Alternate.

**Business Services Director: Business Services Director Activities Report (Human Resources; Purchasing; Emergency Management; and Facilities)** – Shawn Moore briefly reviewed his report.

**Engineering Director: Engineering Director (District Engineer) Activities Report (District Campus Facilities Program; Capital Program – Construction; Capital Program – Bid & Award; Capital Program – Design; Development Program; and Engineering Department)** – Heath Henderson briefly reviewed his report, including:

- a) Monthly project status report for NE 99<sup>th</sup> Street Trenchless Sewer project.
- b) Monthly project status report for the Cougar Canyon Trunk Repair project.
- c) Monthly project status report for the NE 20<sup>th</sup> Avenue Trunk project.
- d) Monthly project status report for the South Junction Trunk Sewer Upgrade project.
- e) Monthly project status report for the NE 99<sup>th</sup> Street (NE 94<sup>th</sup> Avenue to SR 503) County Road Trunk project.

f) Draft agenda bill related to Amendments to Task Assignment Contracts for Professional Engineering Services for 2020-2025 Six-Year Capital Program. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

**Second Quarter 2021 Engineering Department Report** – Mr. Henderson briefly reviewed the report.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance)** – David Logan briefly reviewed his report, including:

a) Draft agenda bill related to Local Government Investment Pool – Updated Resolution. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

b) Copy of the overall scoring matrix from the recent Public Works Board loan process. Approximately 65 agencies applied for funding, with awards going to 39 agencies—including the

Discovery Clean Water Alliance award of \$10 million for the Salmon Creek Treatment Plant Phase 5B Package 2 project.

**Second Quarter 2021 Financials/ERU Report** – Mr. Logan briefly reviewed the report.

**Operations Director: Operations Director Activities Report (Ridgefield Treatment Plant; Campus Upgrades; and Collection System Maintenance)** – Rich Ludlow briefly reviewed his report.

**Second Quarter 2021 Operations Department Report** – Mr. Ludlow briefly reviewed the report.

**Legal Counsel:** No report.

**Board Clerk: Board Calendar of Events (September 2021)** – Kim Thur provided the calendar to the Board.

Ms. Thur reminded the Board to continue today's meeting until this coming Friday for the Salmon Creek Treatment Plant tour.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS:** None.

Commissioner Kiggins moved to continue the meeting until August 27 at 12:00 PM at the Salmon Creek Treatment Plant.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kimsey continued the meeting at 4:57 PM.

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Secretary