

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
October 12, 2021**

The first regular meeting of the month of October 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 October 12, 2021. Commissioner Kimsey called the meeting to order at 4:00 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, Brian Wolf, Ken Andrews, Rich Ludlow, Kristen Thomas, Jason Oster, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark and Andrew Young.

Visitors Present for Alliance Industrial Pretreatment Program Delegation Hearing: None.

Visitors Present for Union Ridge Ranch Latecomer Reimbursement Hearing: None.

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

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION: 2022 Budget Work Session #1 – Framework for 2022-2027 Financial Plan** – David Logan reviewed the memo and presentation, which included an updated six-year financial projection for the 2022-2027 planning period.

**2022-2027 Six-Year Capital Program** – Heath Henderson presented the 2022-2027 Six-Year Capital Program for the Board's review and information. Mr. Henderson highlighted the larger investments in the collection system and facilities anticipated during the planning period.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda, approving September 28, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 10/05/21 in the amount of \$1,245,875.23; Voucher #s 57536-57577 Dated 10/05/21 in the amount of \$60,965.56; Payroll Benefits' Warrant #s 10170-10176 Dated 09/24/21 in the amount of \$157,473.81; and Agenda Bill #21-078, authorizing the General Manager to sign the Interlocal Agreement Between the City of Ridgefield and Clark Regional Wastewater District for Pipe Protection and Valve Relocation Construction for the Royle Road S 19th to 460 LF N of S 15th Project in an amount not to exceed \$54,318.48, which includes a 20% construction contingency.

Commissioner Kiggins seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience:** Dan Clark, 1615 NW 87<sup>th</sup> Circle,

Vancouver, WA 98665 commended District staff on the budget presentation.

**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.

Mr. Peterson reported that Washington Association of Sewer and Water Districts (WASWD) requested that District staff contact Senator Lynda Wilson's office for presentation of her Outstanding Legislator award. Staff scheduled the presentation for October 26. In addition, Mr. Peterson offered to WASWD Section 2 members a tour of the Salmon Creek Treatment Plant Outfall and District Campus projects. WASWD accepted the offer. The Board expressed interest in attending the tour. Ms. Thur explained the October 19 Board meeting will need to be continued until Tuesday, October 26 at 10:30 AM.

**Business Services Director: Business Services Director Activities Report (Risk Management; and Emergency Management)** – Shawn Moore briefly reviewed his report, including providing two items for the Board's information: a copy of the Water & Sewer Risk Management Pool's 2020 Annual Report and copy of letter to Clark County Hazard Mitigation Planning Team advising of the District's participation in the update of the Clark County Multi-Jurisdictional Natural Hazard Mitigation Plan.

**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) Draft agenda bill related to NE 99<sup>th</sup> Street (NE 94<sup>th</sup> Ave to SR 503) County Road Project – Clark County Interlocal Agency Agreement for Construction Services. The Board concurred with the proposed agenda bill and decided to take action at this time.

**AB #21-081 – NE 99<sup>th</sup> Street (NE 94<sup>th</sup> Avenue to SR 503) County Road Project – Clark County Interlocal Agency Agreement for Construction Services** – Commissioner Harker moved to authorize the General Manager to sign the Clark County Interlocal Agency Agreement for the NE 99<sup>th</sup> Street (NE 94<sup>th</sup> Ave to SR 503) County Road Project in an amount not to exceed \$3,236,101, which includes a 10% construction contingency, and further authorize the General Manager, or written designee, to approve subsequent pay requests.

Commissioner Kiggins seconded the motion, and it passed unanimously.

b) Memo related to Annexation #02-20 (Keller). Staff has received and verified petition signatures representing approximately 61% of the area proposed for annexation. A SEPA

Determination of Non-significance was completed with no comments received. Staff will be requesting the Board to set a hearing on this annexation at a future Board meeting.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance)** – David Logan briefly reviewed his report, including the current utility billing past due aging report through October 1, 2021.

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

**Legal Counsel:** Not present.

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

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS: 5:00 PM – AB #21-079 – Alliance Industrial Pretreatment Program Delegation** – Commissioner Kimsey opened the hearing on the proposed delegation of the Discovery Clean Water Alliance (Alliance) Industrial Pretreatment Program.

Pretreatment Coordinator Kristen Thomas described and explained the Alliance Pretreatment program, the requirements for delegation, the history of the development of the delegated program framework, and the process for implementing a multijurisdictional program.

Commissioner Kimsey then asked if anyone attending remotely or in person wished to provide testimony on the proposed delegation of the Alliance Industrial Pretreatment Program. No one was physically or virtually 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 Kimsey noted that the Board anticipates approving the proposed resolution at a future Board meeting.

Commissioner Kimsey thanked everyone for attending the hearing.

**5:00 PM – AB #21-080 – Union Ridge Ranch Latecomer Reimbursement** – Commissioner Kimsey opened the hearing on the establishment of a Latecomer Reimbursement area for the Union Ridge Ranch PUD project and the amount for the sanitary sewer facilities constructed in the vicinity of North 20<sup>th</sup> Place and North 3<sup>rd</sup> Way 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 physically or virtually 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 Union Ridge Ranch PUD 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.

Commissioner Kimsey adjourned the meeting at 5:12 PM.

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Secretary