

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
October 26, 2021**

The third 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 26, 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: Marion Anderson. Consultants: David Hodges and Katie Archer Jolma with CFM Advocates.

Visitors Present for Special Presentations: Senator Lynda Wilson. Washington Association of Sewer and Water Districts (WASWD): Judi Gladstone, Executive Director; Sean Vance, General Manager, Valley Water District; Commissioner Bob Fulton, Valley Water District; and Commissioner Jeff Clarke, Mukilteo Water & Wastewater District and WASWD Government Relations Committee Chair.

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

**SPECIAL PRESENTATIONS: Washington Association of Sewer and Water Districts (WASWD) Presentation: Senator Lynda Wilson, Outstanding Legislator Award** – Jeff Clarke, WASWD Government Relations Committee Chair, presented Senator Lynda Wilson an Outstanding Legislator award in appreciation of her leadership and support for legislation advancing and protecting the interests of constituents served by Washington’s water and sewer districts.

**WORK SESSION: 2022 Budget Work Session #2 – Budget by Account** – David Logan presented the 2022 budget work session for the Board’s information, which included the proposed budget by account.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda, approving October 12, 2021 regular meeting minutes and October 19, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 10/20/21 in the amount of \$1,664,819.03; Voucher #s 57578-57629 Dated 10/15/21 and 10/20/21 in the amount of \$166,422.80; Payroll Benefits’ Warrant #s 10177-10187 Dated 10/08/21 in the amount of \$228,733.74; and Agenda Bill #21-083, adopting Resolution #1823, establishing a

Latecomer charge for sewer lines constructed in conjunction with the Union Ridge Ranch PUD (Project #11-2018-0064) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Union Ridge Ranch PUD subdivision.

Commissioner Kiggins seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience:** No one present wished to speak.

**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 reporting on the recent City of Vancouver Council workshop related to utility rates.

**Business Services Director: Business Services Director Activities Report (Risk Management; Facilities; and Emergency Management)** – Shawn Moore briefly reviewed his report, including Columbia Veterinary Center's interest in acquiring 0.3 acres of the District's southern undeveloped parcel. Following review of the request, the Board requested staff to continue discussions with Columbia Veterinary Center. Mr. Moore then reviewed proposed amendments to the District's COVID-19 Pandemic Emergency Response Plan related to compensatory time off, District paid sick leave, training and travel, and Leave Donation Program. The Board concurred with the proposed amendments. District staff will prepare the amendments to the emergency response plan and provide to the Board at future meeting for approval.

**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 NE 99<sup>th</sup> Street Trenchless Sewer project.
- b) 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.
- c) Monthly project status report for the Cougar Canyon Trunk Repair project.
- d) Monthly project status report for the NE 20<sup>th</sup> Avenue Trunk project.
- e) Monthly project status report for the South Junction Trunk Sewer Upgrade project.
- f) A copy of the notification that the District's request for federal funding of the Curtin Creek Septic Elimination Program project has been included in a recent Appropriations bill that needs to be passed by Congress before the funds are realized. The Water and Wastewater Infrastructure Grant for the project is currently at \$800,000, which requires a 20% local match. The result would

equate to significant homeowner savings on sewer connection costs within the project area. The District will learn if Congress passes the bill in the coming months.

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

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

**Legal Counsel:** Not present.

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS:** None.

Commissioner Kimsey adjourned the meeting at 4:18 PM.

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Secretary