

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
November 23, 2021**

The third regular meeting of the month of November 2021 was held at the District Operations Building Conference Room with also an optional Remote GoToMeeting attendance option, 8000 NE 52nd Court, Vancouver, Washington on November 23, 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, Vanessa Johnson, David Logan, Rich Ludlow, and Kim Thur.

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

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving November 9, 2021 regular meeting minutes and November 16, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 11/16/21 in the amount of \$1,437,256.38; Voucher #s 57674-57715 Dated 11/16/21 in the amount of \$464,088.46; Payroll Benefits' Warrant #s 10198-10208 Dated 11/10/21 in the amount of \$157,637.38; Agenda Bill #21-088, authorizing the Finance Director/Treasurer to execute the Investment Services Interlocal Agreement Concerning Clark County Treasurer and Clark Regional Wastewater District; and Agenda Bill #21-089, authorizing the Board President and Secretary to sign the Discovery Clean Water Alliance Operator Agreement, amended and restated as of January 1, 2022.

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.

Business Services Director: Business Services Director Activities Report (Human Resources, Employee Handbook & Compensation Plan – Annual Amendments; and Emergency Management – Emergency Response Plan) – 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 NE 99th Street Trenchless Sewer project.
- b) Monthly project status report for the NE 99th Street (NE 94th 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 20th Avenue Trunk project.
- e) Monthly project status report for the South Junction Trunk Sewer Upgrade project.

Following review of the monthly project status reports, it was determined to adjust the frequency of the reports to a quarterly basis for Board review.

Third 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.

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

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

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

Discussion occurred on the frequency of the quarterly department reports. District staff will review and provide a recommended frequency at a future Board meeting.

Legal Counsel: No report.

Board Calendar of Events (December 2021) – Kim Thur noted minor updates to the calendar included in the agenda packet and provided the Board with a revised calendar.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

HEARINGS: None.

Commissioner Kimsey adjourned the meeting at 3:52 PM.

Secretary