

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
December 28, 2021**

The third regular meeting of the month of December 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 December 28, 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, David Logan, Rich Ludlow, and Leanne Mattos.

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

Visitors Present for Special Presentations: Greg Kimsey, Clark County Auditor; and Interested Citizens: Paul Harker, Julia Harker, Andrew Harker, Kevin Harker, Eric Harker, Deri Annabelle Klinger, Marilyn Harker, Marin Harker, Lisa Harker, Tyra Harker, and Marian Anderson.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Commissioner Norm Harker Oath of Office Administered by Clark County Auditor Greg Kimsey – Clark County Auditor Greg Kimsey administered the oath of office to Commissioner Norm Harker, who was recently re-elected into his position.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving December 14, 2021 regular meeting minutes and December 21, 2021 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 12/21/21 in the amount of \$2,226,157.81; Voucher #s 57756-57786 Dated 12/21/21 in the amount of \$40,230.78; Payroll Benefits Electronic Payments Dated 12/10/21 in the amount of \$12.00; Payroll Benefits Warrant #s 10216-10226 Dated 12/10/21 in the amount of \$218,507.56; and Payroll Direct Deposit Authorizations Dated 12/23/21 in the amount of \$167,503.02; Agenda Bill #21-093, appointing Commissioner Harker as president, Commissioner Kimsey as vice president, and Commissioner Kiggins as secretary of the Board in 2022; Agenda Bill #21-094, approving the updated goals within the Strategic Plan as presented in the 2022 Strategic Plan Update - Goals & Initiatives by Year form, confirming the continued use of the District's Mission and Vision, and approving the updated Values statements; Agenda Bill #21-095, adopting Resolution #1825, amending the Clark Regional Wastewater District Compensation Plan, authorizing the General Manger to make certain changes to the Compensation Plan, authorizing an effective date of

January 1, 2022, and repealing Resolution #1766; Agenda Bill #21-096, authorizing the General Manager to sign the Maintenance Services Contract Amendment 2 with C&R Tractor and Landscape, Inc., in the amount of \$32,520 and further authorizing the General Manager, or written designee, to sign contract amendments not to exceed ten percent (10%) of the total contracted amount; Agenda Bill #21-097, adopting Resolution #1826, approving annexation of real property (#02-20) to the District, subject to final approval by the Clark County Council; and Agenda Bill #21-098, amending and re-adopting Policy #POL-034, Policy Related to Definition of Other Official Duties or Services effective 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, including providing a copy of a recent staff report and presentation related to an island annexation the City of Vancouver is pursuing to build its future Operations Center.

Business Services Director: Business Services Director Activities Report (Human Resources and Facilities) – Shawn Moore briefly reviewed his report, including providing a copy of the Columbia Veterinary Center’s alternative site plan. Staff is currently working on having the District’s parcel appraised. The findings of the appraisal will be presented to the Board at a future Board meeting.

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

a) Memo related to Mountain View Ridge Subdivision Interim Pump Station Request. Following review of the memo, the Board concurred with staff’s recommendation and requested the item be included on a future Consent Agenda for approval.

b) Memo related to Townhomes at Hidden Crest Latecomer Reimbursement. The Board concurred with applying the Latecomer assessment using the Combo method to assess the cost of the sewers and requested staff to move forward with contacting the affected property owners, preparing a Latecomer Reimbursement Agreement for the developer’s signature, and then present at future Board meetings, including a public hearing.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Customer

Accounts Team and Alliance) – David Logan briefly reviewed his report.

Operations Director: Operations Director Activities Report (GEM Work; Campus Project; and Ridgefield Treatment Plant) – Rich Ludlow briefly reviewed his report.

Legal Counsel: No report.

Board Clerk: Board Calendar of Events (January 2022) – In Kim’s Thur’s absence, Leanne Mattos briefly reviewed the calendar with the Board.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #21-099 – Resolution Adopting 2022 Budget – Commissioner Kiggins moved to adopt Resolution #1828, approving the 2022 budget.

Commissioner Harker seconded the motion, and it passed unanimously.

AB #21-100 – Resolution Amending Employee Handbook – Commissioner Kiggins moved to adopt Resolution #1828, amending the Clark Regional Wastewater District Employee Handbook; authorizing the General Manager to make certain changes to the Employee Handbook; authorizing an effective date of January 1, 2022; and repealing Resolution #1765.

Commissioner Kimsey seconded the motion, and it passed. Commissioner Harker voted against the motion.

HEARINGS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 3:40 PM.

Secretary