

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
January 25, 2022**

The third regular meeting of the month of January 2022 was held at the District Operations Building Conference Room with also an optional Remote GoToMeeting attendance option, 8000 NE 52nd Court, Vancouver, Washington on January 25, 2022. Commissioner Harker 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, Rich Ludlow, Leanne Mattos, and Kim Thur.

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

Visitors Present for Special Presentations: Wisam Al Jawadi, Emily Proudfoot, and Vikki Rowe.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Introduction: Chris Stangl, Construction Manager – Mr. Stangl was unable to attend the Board meeting; his introduction will be rescheduled.

Introduction: Wisam Al Jawadi, Engineering Technician – Heath Henderson introduced Wisam Al Jawadi, the District's new Engineering Technician. The Board and staff welcomed Mr. Al Jawadi.

Introduction: Emily Proudfoot, Assistant Account Specialist – Vikki Rowe introduced, Emily Proudfoot, the District's new Assistant Account Specialist. The Board and staff welcomed Ms. Proudfoot.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda, approving January 11, 2022 regular meeting minutes and January 18, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 01/19/22 in the amount of \$293,567.08; Voucher #s 57814-57858 Dated 01/19/22 in the amount of \$100,974.75; Payroll Benefits Warrant #s 10234-10244 Dated 01/11/22 in the amount of \$229,112.08; Payroll District Deposit Authorizations Dated 01/10/22 in the amount of 167,498.00; and Agenda Bill #22-004, authorizing the General Manager to sign a Purchased Services Contract with ADS, LLC for a one-year duration not to exceed \$120,211.45, including sales tax, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten percent (10%) of the originally contracted amount.

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 map created by staff overlaying the District service area with the new legislative districts, which will be effective in 2023.

Business Services Director: Business Services Director Activities Report (Human Resources; Emergency Management; and IT) – 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.

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

Operations Manager: Operations Manager Activities Report (Portable Equipment; Campus Improvements; and Ridgefield Treatment Plant) – Rich Ludlow briefly reviewed his report, including providing the Board with a picture of a similar pump and the model information for the portable pump that was recently stolen from the Glenwood Pump Station.

Legal Counsel: Not present.

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

HEARINGS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #22-005 – Kemper Grove 2 Subdivision Force Mains Sewer Extension Participation Agreement – Heath Henderson briefly reviewed the agenda bill requesting authorization enter into a Sewer Extension Participation Agreement with the developer of Kemper Grove 2 subdivision for designing and constructing two force mains.

Commissioner Kimsey moved to authorize the General Manager to sign the Sewer Extension Participation Agreement with the developer for the costs of designing and constructing two 12" diameter Force Mains in an amount not to exceed \$219,090.65 and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed twenty (20) percent of the total agreement amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

AB #22-006 – 2022 Lining Project – Construction Contract Award – Heath Henderson briefly reviewed the agenda bill requesting the Board to award a construction for the 2022 Lining Project to Insituform Technologies, LLC.

Commissioner Kiggins moved to award the construction contract as advertised for the 2022 Lining Project to Insituform Technologies, LLC, authorize the General Manager to sign a contract with Insituform Technologies, LLC for the bid amount of \$421,810.89 (including sales tax) and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed twenty (20) percent of the original contract amount.

Commissioner Kimsey seconded the motion, and it passed unanimously.

With no further business to discuss, Commissioner Harker adjourned the meeting at 3:30 PM.

Secretary