

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
May 24, 2022**

The third regular meeting of the month of May 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 May 24, 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, Robin Krause, Shawn Moore, Heath Henderson, Les MacDonald, Vanessa Johnson, David Logan, Rich Ludlow, and Kim Thur.

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

Visitors Present for Special Presentations: Matt Jenkins, Dustin Harris, Alberto Sanchez Munoz, Ryan Krause, and Kevin Bulder.

ADDITIONS & DELETIONS TO AGENDA: John Peterson reported that Heath Henderson would be presenting a draft agenda bill for the Board's consideration during his report.

SPECIAL PRESENTATIONS: Dustin Harris, Maintenance Supervisor, 10 Years of Service Award – The Board presented Dustin Harris, Maintenance Supervisor, with his 10 years of service award and thanked him for his ongoing contributions to the District.

Alberto Sanchez Munoz, Maintenance Specialist 3, 10 Years of Service Award - The Board presented Alberto Sanchez Munoz, Maintenance Specialist 3, with his 10 years of service award and thanked him for his ongoing contributions to the District.

Promotion: Ryan Krause, Maintenance Technician 1 – Matt Jenkins, Wastewater Operations Manager, announced Ryan Krause's recent promotion to Maintenance Technician 1. The Board and staff congratulated Mr. Krause.

Promotion: Isaac Saavedra, Maintenance Technician 2 – Isaac Saavedra was not in attendance. The presentation will be rescheduled.

Introduction: Kevin Bulder, Treatment Plant Operator 2 – Mr. Jenkins introduced Kevin Bulder, a new Treatment Plant Operator 2. The Board and staff welcomed Mr. Bulder.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving May 10, 2022 regular meeting minutes; May 17, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 05/18/22 in the amount of \$605,060.76; Voucher #s 58141-58176 Dated 05/18/22 in the amount of \$110,171.29; Payroll Benefits Warrant #s 10313-10324 Dated 05/09/22 and 05/13/22 in the amount of

\$264,605.50; Payroll District Deposit Authorizations Dated 05/06/22 and 05/10/22 in the amount of \$188,401.05; Agenda Bill #22-035, authorizing the General Manager to sign the Developer Extension, Reimbursement, and Service Agreement with the developer for the costs of designing the pump station and force main in an amount not to exceed \$168,475.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original Developer Extension, Reimbursement, and Service Agreement amount; Agenda Bill #22-036, authorizing the General Manager to sign the Developer Extension, Reimbursement, and Service Agreement with the developer for 50% of the costs of designing the trunkline in an amount not to exceed \$31,050.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original Developer Extension, Reimbursement, and Service Agreement amount; Agenda Bill #22-037, authorizing staff to work with the developer to install the trunkline with the Villagio Mixed Use Phase 1 Subdivision with an oversize reimbursement in an amount not to exceed \$96,478.93 in accordance with the Developer Extension Agreement for the project, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original oversize reimbursement authorization amount; Agenda Bill #22-038, adopting Resolution #1843, establishing a latecomer charge for sewer lines constructed in conjunction with the JKM Short Plat (Project #11-2021-0008) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the JKM Short Plat subdivision; Agenda Bill #22-039, adopting Resolution #1844, establishing a latecomer charge for sewer lines constructed in conjunction with the Ritter Subdivision (Project #11-2020-0048) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Ritter Subdivision; and Agenda Bill #22-040, ratifying and confirming the General Manager signature on the Addendum with Cintas to provide Facilities Management Products and Services in a total amount not to exceed \$60,000 and further authorizing the General Manager, or written designee, to sign contract amendments not to exceed ten percent (10%) of the total contracted amount.

Commissioner Kimsey seconded the motion, and it passed unanimously.

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

REPORTS: Board Members: Each Commissioner reported on their recent activities.

General Manager: General Manager Activities Report (Agency Coordination; Transition of Salmon Creek Treatment Plant Operational Responsibility; District and Professional Organization Functions; and Discovery Clean Water Alliance (Alliance) Update) – John Peterson briefly reviewed his report, including a draft agenda bill related to Alliance

2021-2026 Task Assignment Professional Engineering Services Contract Amendment 2 with Jacobs Engineering for Multiple Program Elements. The Board decided to act on the agenda bill at this time.

AB #22-042 – Alliance 2021-2026 Task Assignment Professional Engineering Services Contract Amendment 2 with Jacobs Engineering for Multiple Program Elements – Commissioner Kimsey moved authorize the General Manager to sign the Professional Engineering Services Task Assignment Contract Amendment #2 with Jacobs Engineering Group Inc. for a contract increase of \$3,000,000 and total contract amount not to exceed \$6,322,000 for the Alliance Capital Project Delivery work and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the total contracted amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

John Peterson provided the Board with the preliminary results of today's bid opening for the Salmon Creek Treatment Plant Phase 5B Package 2 construction project. Staff will need to fully evaluate the bid submittals. If award is appropriate, given the currently disrupted marketplace, he requested the Board consider holding a special meeting to award the contract on May 31.

Commissioner Kimsey moved to schedule a special Board meeting to award the Salmon Creek Treatment Phase 5B Project: Package 2 – Secondary Treatment Process Improvements construction project on Tuesday, May 31, 2022 at 4:00 PM at the District office.

Commissioner Kiggins seconded the motion, and it passed unanimously. *(This meeting was subsequently canceled by President Harker on May 27 as it was determined that it would take longer to evaluate the bids.)*

Business Services Director: Shawn Moore provided a copy of a proposed press release related to the NE 20th Avenue Sewer Pipeline Project Construction Project Award. The Board concurred with the proposed Press Release. Still will distribute the week of May 30.

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

a) Draft agenda bill related to NE 20th Avenue Trunk Project – Professional Engineering Services Contract Amendment 1. The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval.

Mr. Henderson then presented draft Agenda Bill #22-041, which is requesting the Board to Ratify and Confirm Declaration of Emergency Work – Tenny Creek 8" Gravity Sewer – Vicinity of NE 94th Street and NE 25th Avenue. Following brief discussion, Commissioner Kimsey moved to

ratify and confirm the emergency located in the vicinity of NE 94th Street and NE 25th Avenue associated with the Tenny Creek sewer, which required the Engineering Director (District Engineer) to declare an emergency and proceed with executing a construction contract with a contractor to complete the repair work.

Commissioner Kiggins seconded the motion, and it passed unanimously.

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 (Campus Improvements; and Collection System) – Rich Ludlow briefly reviewed his report.

Legal Counsel: No report.

Board Clerk: Board Calendar of Events (June 2022) – Kim Thur briefly reviewed the calendar with the Board.

HEARINGS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

WORK SESSION: Tour of Operations Facilities – The Board and District staff participated in tour of the Operations facilities.

At 4:12 PM, Commissioner Harker excused himself from the meeting.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 4:37 PM.

Secretary