

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
June 28, 2022**

The third regular meeting of the month of June 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 June 28, 2022. Commissioner Harker called the meeting to order at 3:00 PM.

Those in attendance were Commissioners Norm Harker, Denny Kiggins, and Neil Kimsey. Commissioner Neil Kimsey attended the meeting remotely.

District Staff: John Peterson, Heath Henderson, David Logan, Shawn Moore, and Kim Thur.
Visitors Present for Regular Meeting: Interested Citizen: Dan Clark.

Visitors Present for Special Presentations: Elise Robbins, Vikki Rowe, Isaac Saavedra, John Brown, Matt Jenkins, Jessica Hassler, and Luke Taylor.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Elise Robbins, Account Specialist: 5 Years of Service Award – The Board presented Elise Robbins with her 5 years of service award and thanked her for her ongoing contributions.

Promotion: Isaac Saavedra, Maintenance Technician 2 – Matt Jenkins, Wastewater Operations Manager (Treatment), announced Isaac Saavedra's recent promotion to Maintenance Technician 2. The Board and staff congratulated Mr. Saavedra.

Promotion: John Brown, Maintenance & Asset Management Supervisor – Mr. Jenkins announced John Brown's recent promotion to Maintenance & Asset Management Supervisor. The Board and staff congratulated Mr. Brown.

Introduction: Jessica Hassler, Maintenance Specialist 1 – Heath Henderson, Engineering Director, introduced Jessica Hassler, a new Maintenance Specialist 1 for the District. The Board and staff welcomed Ms. Hassler.

Introduction: Luke Taylor, Maintenance Specialist 1 – Mr. Henderson introduced Luke Taylor, a new Maintenance Specialist 1 for the District. The Board and staff welcomed Mr. Taylor.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving June 14, 2022 regular meeting minutes; June 21, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 06/22/22 in the amount of \$520,277.34; Voucher #s 58225-58259 Dated 06/22/22 in the amount of

\$149,202.04; Payroll Benefits Warrant #s 10332-10342 Dated 06/13/22 in the amount of \$267,391.13; Payroll District Deposit Authorizations Dated 06/24/22 in the amount of \$216,892.28; Agenda Bill #22-046, adopting Resolution #1845, rescinding Resolution Nos. 1781 and 1782 relating to the COVID-19 virus; Agenda Bill #22-047, adopting Telecommuting Policy #POL-055 and further authorizing the General Manager to amend the policy to implement new or changed laws and regulations and to clarify language without formal Board action; and Agenda Bill #22-048, adopting Resolution #1846, making minor modifications to the District Administrative Code; amending sections 2.32.030 and 4.16.020(D) of the Clark Regional Wastewater District Code and adopting Resolution #1847, adopting the Clark Regional Wastewater District Reimbursable Business Expense and Travel Advance Policy; authorizing the Finance Director/Treasurer to make certain changes to the Reimbursable Business Expense and Travel Advance Policy; and repealing Resolution No. 1834.

Commissioner Kimsey seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: Judy Chipman, City of Ridgefield Councilor, provided an update on recent City Council actions.

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

General Manager: General Manager Activities Report (Agency Coordination; District Auto Allowance for Select Positions; 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 reviewing a draft resolution for the Board’s consideration, raising the auto allowance amount modestly and adding additional positions that travel on a frequent basis due to the nature of the positions. The Board concurred with the proposed resolution and requested to include on a future Consent Agenda for approval.

Business Services Director: Business Services Director Activities Report (Human Resource) – Shawn Moore briefly reviewed his report, including reviewing a proposed Platinum award for the Maintenance Department in recognition of their efforts during the transition of the operation of the Salmon Creek Treatment Plant from the County to the District.

Commissioner Kimsey moved to award the Maintenance Department a team platinum award in recognition of their extra efforts at the Salmon Creek Treatment Plant over the past several months.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Engineering Director: Engineering Director (District Engineer) Activities Report (District Campus Facilities Program; Tenny Creek Emergency Repair; Capital Program –

Construction; Capital Program – Bid & Award; Capital Program – Design; Development Program; Engineering Department; and Operations Department – Wastewater Collection System) – Heath Henderson briefly reviewed his report.

Finance Director/Treasurer: David Logan gave a brief verbal report on the status of District and Alliance financial matters.

Legal Counsel: No report.

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

HEARINGS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

With no further business to discuss, Commissioner Harker adjourned the meeting at 3:22 PM.

Secretary