

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
July 12, 2022**

The first 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 52<sup>nd</sup> Court, Vancouver, Washington on July 12, 2022. Commissioner Harker called the meeting to order at 4:00 PM.

Those in attendance were Commissioners Norm Harker, Denny Kiggins, and Neil Kimsey.

District Staff: John Peterson, Heath Henderson, Les MacDonald, David Logan, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizen: Dan Clark. City of Ridgefield: Councilor Judy Chipman.

Visitors Present for Special Presentations: Matt Jenkins, Jeff Henderson, Anna Tinoco, Vanessa Johnson, Nate Swyers, and Dawn McDowell.

**ADDITIONS & DELETIONS TO AGENDA:** None.

**SPECIAL PRESENTATIONS: Promotion: Tyler Schmitt, Maintenance Specialist 2** – Tyler Schmitt was unable to attend the meeting. The presentation will be rescheduled.

**Promotion: Jeff Henderson, Maintenance Specialist 2** – Heath Henderson, Engineering Director, announced Jeff Henderson's recent promotion to Maintenance Specialist 2. The Board and staff congratulated Mr. Henderson.

**Introduction: Anna Tinoco, Engineering Intern** – Vanessa Johnson, Principal Engineer, introduced Anna Tinoco, the new Engineering Intern, of the District. The Board and staff welcomed Ms. Tinoco.

**Introduction: Nate Swyers, Operator & Maintenance Technician 3** – Matt Jenkins, Wastewater Operations Manager, introduced Nate Swyers, Operator & Maintenance Technician 3, of the District at the Salmon Creek Treatment. The Board and staff welcomed Mr. Swyers.

**Introduction: Dawn McDowell, Operator 2** – Matt Jenkins, Wastewater Operations Manager, introduced Dawn McDowell, Operator 2, of the District at the Salmon Creek Treatment. The Board and staff welcomed Ms. McDowell.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving June 28, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 06/15/22 and 07/05/22 in the amount of

\$1,205,581.33; Voucher #s 58260-58301 Dated 07/05/22 in the amount of 431,075.76; and Agenda Bill #22-049, adopting Resolution #1848, establishing compensation and benefits for certain District employees; and repealing Resolution #1583.

Commissioner Kiggins 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.

**Business Services Director:** Not present; no report.

**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, including a memo related to NE 130<sup>th</sup> Avenue Subdivision District Lateral Reimbursement. The Board concurred with the proposed lateral costs and requested staff to calculate the assessments, inform the affected property owner, and present for approval at a future Board meeting.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Customer Accounts Team)** – David Logan briefly reviewed his report and provided an update on three severely past due utility billing accounts.

**Legal Counsel: Engrossed Substitute House Bill 1630 – Law Effective June 9, 2022** – Eric Frimodt reported on the new law, which requires the District to post signs at locations where public meetings are held to note that external carry of firearms and weapons is restricted.

**Board Clerk: Memo re: District Code Housekeeping Updates** – Kim Thur, Board Clerk, reviewed minor edits to District Code Section 4.16.020(D), as well as a recommendation to update all references of District Engineer within the Code to Engineering Director. The Board concurred with the proposed changes and requested to include on a future Consent Agenda for approval.

**Board Confirmation of Events (June 2022)** – The Board signed the confirmation sheet.

**Board Calendar of Events (July 2022)** – Ms. 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 4:36 PM.

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Secretary

Approved 07/26/22