

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
September 13, 2022**

The first regular meeting of the month of September 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 September 13, 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, Les MacDonald, Heath Henderson, David Logan, Matt Jenkins, and Kim Thur. District legal counsel Eric Frimodt.

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

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving August 23, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 09/02/22 in the amount of \$2,987,728.30; Voucher #s 58427-58485 Dated 09/02/22 in the amount of \$275,977.21; Payroll Benefits' Warrant #s 10385-10391 Dated 08/24/22 in the amount of \$150,476.83; Payroll Direct Deposit Authorizations Dated 08/25/22 and 09/09/22 in the amount of \$443,686.18; Agenda Bill #22-058, ratifying and confirming previous General Manager action of signing the purchase order to purchase a generator set from Pacific Power Products for the Whipple Creek North Pump Station Upgrade project for the total price of \$53,712.20 (including sales tax); and AB #22-059, adopting Resolution #1854, relating to General Manager authority; and amending Section 2.16.010(D) of the Clark Regional Wastewater District Code.

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 providing the current draft summary

of the proposed 2023 budget decision packages for the Board's awareness. Several items are related to Alliance services.

Business Services Director: Business Services Director Activities Report (Human Resources; and Emergency Planning) – In Shawn Moore's absence, John Peterson reviewed his report, including briefly reviewing the memo related to Recruitment Policy Recommendations. Following review of the materials, the Board concurred with staff's recommendations. Staff will provide the draft Code changes for Board review and adoption at a future Board meeting.

Engineering Director: Engineering Director (District Engineer) Activities Report (District Campus Facilities Program; Tenny Creek Emergency Repair; Capital Program – Construction; Capital Program – Bid and Award; Capital Program – Design; Development Program; Engineering Department; and Operations Department – Wastewater Collection System) – Heath Henderson briefly reviewed his report, including a draft agenda bill related to Curtin Creek Meadow PUD Developer Reimbursement. The Board requested to act on the agenda bill at this time, so AB #22-061 was assigned.

AB #22-061 – Curtin Creek Meadow PUD Developer Reimbursement – Commissioner Kimsey moved to authorize the General Manager to sign the Developer Extension, Reimbursement, and Service Agreement with the developer for the costs of constructing an ARV Vault and Pipeline connection to the existing 18" Force Main in an amount not to exceed \$34,857.23 and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (1) percent of the total agreement amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Finance Director/Treasurer: David Logan did not have a report.

Legal Counsel: 2022 Legislative Session Summary – Eric Frimodt briefly reviewed the report with the Board and District staff, highlighting items that are applicable to the District.

Board Clerk: Board Confirmation of Events (August 2022) – The Board signed the confirmation sheet.

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

HEARINGS: AB #22-060 – 5:00 PM – NE 130th Avenue Subdivision Latecomer Reimbursement - Commissioner Harker opened the hearing on the establishment of a Latecomer Reimbursement area for the NE 130th Avenue Subdivision and the amount for the sanitary sewer facilities constructed in the vicinity of NE 130th Avenue and NE 105th Circle within public right-of-way and easements of the project.

Heath Henderson provided the background information on the project.

Commissioner Harker then asked if anyone attending remotely or in person wished to provide testimony on the sanitary sewer facilities and the Latecomer reimbursement. No one was physically or virtually present.

Commissioner Kimsey moved to close the public hearing.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Harker announced the public hearing was closed.

Commissioner Kimsey stated that he believed the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to direct staff to prepare a resolution for approval and adoption of the NE 130th Avenue Subdivision Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessment Table at a future Board meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Harker thanked everyone for attending the hearing.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

With no further business to discuss, Commissioner Harker adjourned the meeting at 5:10 PM.

Secretary