

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
September 27, 2022**

The third 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 27, 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, Les MacDonald, Heath Henderson, Vanessa Johnson, David Logan, Matt Jenkins, Leanne Mattos, and Kim Thur.

Visitors Present for Regular Meeting: None.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving September 13, 2022 regular meeting minutes; September 20, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 09/15/22 and 09/20/22 in the amount of \$871,135.35; Voucher #s 58486-58529 Dated 09/06/22 and 09/20/22 in the amount of \$693,488.68; Payroll Benefits' Warrant #s 10392-10403 Dated 09/12/22 and 09/16/22 in the amount of \$303,235.56; Payroll Direct Deposit Authorizations Dated 09/09/22 and 09/23/22 in the amount of \$446,714.43; Agenda Bill #22-062, adopting Resolution #1855, establishing a Latecomer charge for the sewer lines constructed in conjunction with the NE 130th Avenue Subdivision (Project #11-2020-0030) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the NE 130th Avenue Subdivision project; and Agenda Bill #22-063, adopting Resolution #1856, approving the final cost and pro rata share of District installed local facilities for the NE 10th Avenue Bridge project, District Project #25-2014-0018.

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.

Mr. Peterson reported that through the end of the year, Kim Thur will be the Interim Business Services Director (temporarily filling Shawn Moore’s role during his expected absence), and Leanne Mattos will be the Interim Board Clerk/Administrative Services Manager.

Business Services Director: Business Services Director Activities Report (Human Resources) – Kim Thur briefly reviewed the report.

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) Copy of executed Temporary Construction Easement for the Columbia Veterinary Clinic – Discussion occurred on the memo related to District Campus South Parcel – Vet Center Area Terms & Conditions, which was provided as supplemental materials. Following review of the memo, Commissioners Kiggins and Harker directed staff to finalize the Terms and Conditions for the sale with District legal counsel and provide to Columbia Veterinary Clinic for its review. Commissioner Kimsey stated he was against the property sale and intended to vote against the action when presented for approval at a future Board meeting.

b) Draft agenda bill related to Whipple Creek East Pump Station F Design – Mill Creek Terrace Developer Reimbursement – Mr. Henderson briefly reviewed the agenda bill. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

c) Memo related to Felida Park Short Plat Latecomer Reimbursement – The Board concurred with staff recommendation to apply the Latecomer assessment using the Area method and requested staff to move forward with notification to the affected property owners and preparing an agreement for the developer’s signature. The reimbursement will be presented at future Board meetings, including a public hearing.

Finance Director/Treasurer: No report.

Legal Counsel: No report.

Board Clerk: Board Calendar of Events (October 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 3:43 PM.

Secretary

Approved 10/11/22