

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
January 10, 2023**

The first regular meeting of the month of January 2023 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on January 10, 2023. Commissioner Kiggins 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, Vanessa Johnson, David Logan, Kim Thur, and Leanne Mattos. District legal counsel Eric Frimodt.

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

Visitors Present for Public Hearing: None.

ADDITIONS & DELETIONS TO AGENDA: Staff requested to remove Agenda Bill #23-001 from the Consent Agenda, as the item is still under development. Commissioner Kimsey moved to remove Agenda Bill #23-001 from the Consent Agenda.

Commissioner Harker seconded the motion, and it passed unanimously.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as amended, approving December 27, 2022 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 01/03/23 in the amount of \$1,719,615.11; Voucher #s 58831-58849 Dated 01/03/23 in the amount of \$528,655.66; Payroll Benefits Warrant #s 10463-10470 Dated 12/15/22 and 12/29/22 in the amount of \$162,401.40; and Payroll Direct Deposit Authorizations Dated 12/23/22 in the amount of \$236,609.13.

Commissioner Harker seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: No one present 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; Legislative Tour of Salmon Creek Treatment Plant (SCTP), and Alliance Public Communication and Outreach Professional Services Contract with JLA Public Involvement) – John Peterson briefly reviewed his report, including a draft

agenda bill related to a proposed contract for Alliance Public Communication and Outreach. The Board concurred with the recommendation and requested the item be added to an upcoming Consent Agenda for action.

Business Services Director: Business Services Director Activities Report (Limited Term Position(s) Update, and Employee Handbook Updates) – Kim Thur briefly reviewed her report, including a draft agenda bill related to proposed updates to three limited-term positions. The Board concurred with the recommendation and requested the item be added to an upcoming Consent Agenda for action.

Engineering Director: Engineering Director (District Engineer) Activities Report (District Campus Facilities Program; Capital Program – Bid and Award; Capital Program – Design; Development Program; and Operations Department – Wastewater Collection System) – Heath Henderson briefly reviewed his report, including a memo related to the Felida Vista – District Lateral Reimbursement. The Board concurred with the proposed lateral costs as presented. Staff will move forward with calculating the assessments and informing the affected property owners. Staff will present the reimbursement at a future Board meeting on the Consent Agenda for approval.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; and Customer Accounts Team) – David Logan briefly reviewed his report.

Legal Counsel: Eric Frimodt provided a brief report.

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

Board Calendar of Events (January 2023) – Leanne Mattos briefly reviewed the calendar with the Board.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

At 4:29 PM, Commissioner Kiggins recessed the meeting for approximately 31 minutes.

At 5:00 PM, Commissioner Kiggins reconvened the meeting.

HEARING: 5:00 PM – AB #23-002 – Holsinger Mixed Use Latecomer Reimbursement –

Commissioner Kiggins opened the hearing on the establishment of a Latecomer Reimbursement area for the Holsinger Mixed Use and the amount for the sanitary sewer facilities constructed in the vicinity of S 5th Way and S 47th Avenue within public right-of-way of the project.

Heath Henderson provided the background information on the project.

Commissioner Kiggins 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 Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins announced the public hearing was closed.

Commissioner Harker 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 Holsinger Mixed Use Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessment Table at a future Board meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 5:04

PM.

Secretary