

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
December 20, 2022**

The second regular meeting of the month of December 2022 was held at the District Board Meeting Room with also a Remote GoToMeeting attendance option, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on December 20, 2022. Commissioner Harker called the meeting to order at 7:00 AM.

Those in attendance were: Commissioners Norm Harker, Denny Kiggins and Neil Kimsey. District Staff: John Peterson, Les MacDonald, David Logan, Kim Thur, and Leanne Mattos. Visitors Present for Regular Meeting: Interested Citizens: Dan Clark. City of Ridgefield: Councilor Lee Wells.

**ADDITIONS & DELETIONS TO AGENDA:** There were none.

**COMMUNICATIONS: Items from the Audience** – No one wished to provide testimony.

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

**General Manager: General Manager Activities Report** – John Peterson briefly reviewed his report, including:

a) 2023 Strategic Goals & Initiatives Update – Final Draft – John Peterson presented the final draft of the 2023 Strategic Goals & Initiatives Update to the Board. The Board concurred with the proposed goals and initiatives and requested the item be added to an upcoming Consent Agenda for action.

b) Mr. Peterson provided an update on the proposed biosolids legislation that is planned to be presented during the 2023 legislative session. Mr. Peterson noted that staff will be working with CFM Advocates to conduct outreach efforts with District/Alliance legislators.

c) Mr. Peterson provided an update on security concerns at the District campus due to homelessness. The Board concurred with adding key code locks to the foyer area restrooms, adding a buzzer/intercom to the business office door, and installing additional monitors in the lobby area displaying areas around the entrance to the facility, coupled with training staff on the upper level of the administration building regarding the emergency lock down options.

**Business Services Director: Business Services Director Activities Report** – Kim Thur briefly reviewed her report, including:

a) 2023 Board Meeting Conflicts – Ms. Thur reviewed the memo, noting that staff has

found one conflict with District Board meetings and conferences/trainings scheduled in 2023: the Utility Management Conference scheduled for March 28-31 in Sacramento, CA.

Commissioner Kimsey moved to cancel the March 28 Board meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

b) 2023 Board Member Delegations – Ms. Thur reviewed the memo, which included the current delegate and alternate for each organization. The Board determined to keep the existing delegations for 2023.

c) Clustered On-Premise Servers – Ms. Thur reviewed the memo requesting the Board’s approval to upgrade the District’s on-premise servers to a cluster environment.

Commissioner Kimsey moved to authorize the General Manager to purchase the clustered servers at a not to exceed total cost of \$185,000 for all hardware, installation, and technical support.

Commissioner Kiggins seconded the motion, and it passed unanimously.

d) Proposed Guidelines for Public Use of Board Meeting Room – Ms. Thur reviewed the memo, which confirmed the Board’s agreement with the changes to the conference room use policy. The Board concurred with the recommended updates.

**Engineering Director: Engineering Director (District Engineer) Activities Report** – In Heath Henderson’s absence, Les MacDonald briefly reviewed his report, including:

a) Interim Pump Station Request – 29<sup>th</sup> Avenue (NE) Subdivision – Mr. MacDonald reviewed the memo. The Board concurred with the recommendation and requested the item be added to an upcoming Consent Agenda for action.

b) Amendments to Task Assignment Contracts for Professional Engineering Services for 2020-2025 Six-Year Capital Program – Mr. MacDonald reviewed the memo. The Board concurred and requested the item be added to an upcoming Consent Agenda for action.

**UNFINISHED BUSINESS:** No items to discuss.

**NEW BUSINESS:** No items to discuss

With no further business to discuss, Commissioner Harker adjourned the meeting at 7:58 AM.

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Secretary