

**CLARK REGIONAL WASTEWATER DISTRICT**  
**BOARD OF COMMISSIONERS**  
**MINUTES**  
**REGULAR MEETING**  
**January 24, 2023**

The third regular meeting of the month of January 2023 was held at the District Board Room with a Remote GoToMeeting attendance option, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on January 24, 2023. Commissioner Kiggins 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, Heath Henderson, Les MacDonald, David Logan, Matt Jenkins, Vanessa Johnson, Kim Thur, and Leanne Mattos.

Visitors Present for Regular Meeting: Interested Citizen: Dan Clark.

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

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving January 10, 2023 regular meeting minutes and January 17, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 01/17/23 in the amount of \$2,570,006.43; Voucher #s 58850-58905 Dated 01/17/23 in the amount of \$903,971.72; Payroll Benefits Warrant #s 10471-10481 Dated 01/17/23 in the amount of \$310,137.05; Payroll Direct Deposit Authorizations Dated 01/10/23 & 01/20/23 in the amount of \$254,532.34; Agenda Bill #23-003, authorizing the General Manager to sign the professional services contract with JLA Public Involvement, Inc. in the amount of \$76,833 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten percent (10%) of the original contracted amount; Agenda Bill #23-004, authorizing staff to eliminate the limited term Project Manager position and create a limited term Administrative Assistant 3 position on the District organization chart and further direct that the limited term Senior Construction Manager and Administrative Assistant 3 positions will expire on December 31, 2025; Agenda Bill #23-005, adopting Resolution #1865, establishing a latecomer charge for sewer lines constructed in conjunction with the Holsinger Mixed Use developer extension (Project #14-2019-0051), and further authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Holsinger Mixed Use project; and Agenda Bill #23-006, adopting Resolution #1866 approving the final cost and pro rata share of District installed lateral for Felida Vista, and further authorizing staff to reimburse the developer, Felida LLC, \$4,336.00 for installation of the lateral.

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; District and Professional Organization Functions, and Discovery Clean Water Alliance Update)** – John Peterson briefly reviewed his report.

**Business Services Director:** Kim Thur advised the Board that the District and Clark County were working together on a response to an inquiry to a noise complaint received for the District's 20<sup>th</sup> Avenue pipeline construction project.

**Engineering Director: Engineering Director (District Engineer) Activities Report (Capital Program – Bid and Award; Development Program; Engineering Department and Operations Department)** – Heath Henderson briefly reviewed his report, including:

- a) A memo related to the Vancouver Logistics Latecomer Reimbursement. The Board concurred with the proposed recommendation. Staff will move forward with a notification to the affected property owners and prepare an agreement for the developer to sign. Staff will present the reimbursement at future Board meetings, including a public hearing.
- b) Draft agenda bill related to the District Sewer Flow Metering Network Project – Purchased Services Contract Amendment 1. The Board concurred with the proposed agenda bill, and Commissioner Harker moved to approve Agenda Bill #23-008, to authorize the General Manager to sign Amendment 1 to the Purchased Services Contract with ADS, LLC not to exceed \$66,742.61, including sales tax, and further authorize the General Manager, or written designee, to sign supplemental amendments no to exceed ten percent (10%) of the amended contract amount.

Commissioner Kimsey seconded the motion, and it passed unanimously.

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

- a) Draft agenda bill related to a Resolution Amending the District Investment Policy. The Board concurred with the proposed recommendation and requested to include the item on a future Consent Agenda for approval.
- b) Draft agenda bill related to the Clark County Investment Pool & Local Government Investment Pool – Request to Delegate Administrative Authority Related to Governing Agreements. The Board concurred with the proposed agenda bill, and Commissioner Harker moved to approve Agenda Bill #23-007, to authorize the General Manager, or written designee, to execute administrative adjustments to the Local Government

Investment Pool and Clark County Investment Pool agreements.

Commissioner Kimsey seconded the motion, and it passed unanimously.

- c) Draft agenda bill related to a Resolution Amending District Code Section 4.040.010, Miscellaneous Fees & Charges. The Board concurred with the proposed recommendation and requested to include the item on a future Consent Agenda for approval.

**Legal Counsel:** Not present.

**Board Clerk: Board Calendar of Events (February 2023)** – Leanne Mattos briefly reviewed the calendar with the Board.

**UNFINISHED BUSINESS:** Commissioner Harker inquired about the item from the audience at the January 17, 2023 meeting, where Mr. Pat Jeffries requested to discuss the development review process related to the Ridgefield Storage project with Mr. Henderson. Mr. Henderson confirmed that the meeting took place, and the issue was clarified for Mr. Jeffries.

**NEW BUSINESS:** None.

**HEARINGS:** None.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 3:43 PM.

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Secretary