

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
February 14, 2023**

The first regular meeting of the month of February 2023 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on February 14, 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, Laine Keniston and Leanne Mattos. District legal counsel Eric Frimodt.

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

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

**SPECIAL PRESENTATIONS: Introduction: Laine Keniston, Administrative Assistant 3**

– Leanne Mattos introduced Laine Keniston, the District's new Administrative Assistant 3. The Board and staff welcomed Ms. Keniston.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving January 24, 2023 regular meeting minutes and February 1, 2023 special meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 02/07/23 in the amount of \$2,564,189.27; Voucher #s 58906-58959 Dated 01/20/23, 1/24/23 and 2/7/23 in the amount of \$645,013.07; Payroll Benefits Warrant #s 10482-10491 Dated 1/26/23 and 1/30/23 in the amount of \$193,145.81; and Payroll Direct Deposit Authorizations Dated 1/25/23, 1/31/23 and 2/8/23 in the amount of \$483,545.79; Agenda Bill #23-010, authorizing staff to schedule a public hearing for the Vancouver Logistics Latecomer Reimbursement on March 14, 2023, at 5:00 PM or as soon thereafter as possible; Agenda Bill #23-011, to ratify and confirm previous General Manager action of signing the purchase orders to purchase a Ford F-350 for \$95,335.70 (including sales tax) and a Ford F-550 for \$172,559.49 (including sales tax); Agenda Bill #23-012, adopting Resolution No. 1867, amending and re-adopting the Clark Regional Wastewater District Investment Policy; and repealing Resolution No. 1814; Agenda Bill #23-013, adopting Resolution No. 1868, relating to title review fees; amending Section 4.04.010 of the Clark Regional Wastewater District Code effective March 1, 2023; and Agenda Bill #23-014, to ratify and confirm previous General Manager action of authorizing the payment to reimburse the developer, H2 Grove LLC, \$199,627.86 for the design and construction of the force mains.

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; Legislative Session Update, and Discovery Clean Water Alliance Update)** – John Peterson briefly reviewed his report, including a 2023 Legislative Session update.

**Business Services Director: Business Services Director Activities Report (Employee Handbook Updates)** – Kim Thur briefly reviewed her report, including a draft agenda bill and resolution amending the Employee Handbook. 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 (Capital Program – Bid and Award; Capital Program – Design; Capital Program – Construction; and Development Program)** – Heath Henderson briefly reviewed his report, including a memo related to the 124<sup>th</sup> Street Properties Subdivision – District Laterals 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; Alliance; and Risk Management)** – David Logan briefly reviewed his report, including a memo summarizing the 2022 Risk Management & Claims Summary.

**Legal Counsel:** Eric Frimodt provided a brief report, including clarification on Senate Bill 5437, concerning vacancies of the governing body of special purpose districts, and an L&I case concerning prevailing wage rates.

**Board Clerk: Board Confirmation of Events (January 2023)** – The Board signed the confirmation sheet.

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 4:42 PM.

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Secretary