

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

The first regular meeting of the month of March 2023 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on March 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, 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: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda, approving February 28, 2023 regular meeting minutes and March 7, 2023 special meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 3/7/23 in the amount of \$1,387,040.76; Voucher #s 59008-59043 Dated 3/1/23 and 3/7/23 in the amount of \$188,009.07; Payroll Benefits Warrant #s 10506-10513 Dated 3/3/23 in the amount of \$173,894.70; and Payroll Direct Deposit Authorizations Dated 2/24/23 and 3/10/23 in the amount of \$495,573.30; Agenda Bill #23-021, authorizing staff to schedule a public hearing for the NE 124th Street Properties Latecomer Reimbursement on April 11, 2023, at 5:00 PM or as soon thereafter as possible.

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 and the upcoming Alliance Board meeting on March 17.

Business Services Director: Business Services Director Activities Report (Human Resources) – John Peterson briefly reviewed Kim Thur's report on her behalf, including an update

on the active recruitments.

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

a) A draft agenda bill related to the Curtin Creek Phase 1 Septic Elimination Project (SEP). The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval.

b) A draft agenda bill related to the South Junction Trunk Sewer Upgrade Project. Staff have negotiated engineering consultant services through construction. The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval. An agenda bill is included under New Business to request the Board's approval to award the construction contract.

c) A draft agenda bill related to the Discovery Corridor Wastewater Transmission System (DCWTS) Phase 2 Project. The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval.

Finance Director/Treasurer: No report.

Legal Counsel: No report.

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

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

UNFINISHED BUSINESS: None.

NEW BUSINESS:

AB #23-023 – South Junction Trunk Upgrade Construction Contract Award – Heath Henderson briefly reviewed the agenda bill. The project was advertised on January 26, and bids opened on March 2. Three (3) bids were received ranging from \$1,810,189.19 to \$ 2,408,080.42. North Cascade Excavating, LLC. submitted the lowest responsive bid of \$1,810,189.19, which is 13.9% higher than the project engineer's estimate of \$1,589,094.00. The District's portion of the Work totals \$1,718,824.19. The Port of Ridgefield and the City of Ridgefield will reimburse the District for their portions of the project costs. District legal counsel has reviewed the contract. Staff has reviewed the bids and recommends awarding the contract.

Commissioner Kimsey moved to award the construction contract as advertised for the South Junction Trunk Upgrade Project to North Cascade Excavating, LLC., authorize the General Manager to sign a contract with North Cascade Excavating, LLC., for the bid amount of

\$1,810,189.19 (including sales tax), and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen (15) percent of the original contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

At 4:39 PM, Commissioner Kiggins recessed the meeting into Executive Session with District legal counsel for the purpose of discussing potential litigation, pursuant to RCW 42.30.110 section 1(i) for approximately 20 minutes where no action will be taken.

At 5:03 PM, Commissioner Kiggins reconvened the regular meeting.

HEARING: 5:03 PM – AB #23-022 – Vancouver Logistics Latecomer Reimbursement –

Commissioner Kiggins opened the hearing on the establishment of a Latecomer Reimbursement area for Vancouver Logistics and the amount for the sanitary sewer facilities constructed in the vicinity of NE 88th Street and NE 72nd 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 Vancouver Logistics 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 5:07 PM.

Secretary