

CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
SPECIAL MEETING
April 11, 2023

The first meeting of the month of April 2023 was a special meeting held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on April 11, 2023. Commissioner Kiggins called the meeting to order at 8:00 AM.

Those in attendance were Commissioners Norm Harker, Denny Kiggins, and Neil Kimsey.

District Staff: John Peterson, Kim Thur, Heath Henderson, Les MacDonald, David Logan, Leanne Mattos, and Laine Keniston. District legal counsel Eric Frimodt.

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

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 March 14, 2023 regular meeting minutes and March 21, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 3/15/23, 3/21/23, 3/24/23, 4/04/23 and 04/05/23 in the amount of \$3,615,172.58; Voucher #s 59044-59119 Dated 3/08/23, 3/21/23, 3/27/23, 3/28/23, and 4/04/23 in the amount of \$1,674,361.83; Payroll Benefits Warrant #s 10514-10531 Dated 3/15/23 and 3/27/23 in the amount of \$500,511.95; and Payroll Direct Deposit Authorizations Dated 3/24/23 and 4/10/23 in the amount of \$493,909.86; Agenda Bill #23-027, adopting Resolution #1872, establishing a latecomer charge for sewer lines constructed in conjunction with the Vancouver Logistics (Project #17-2021-0024) developer extension, and further authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Vancouver Logistics project; and Agenda Bill #23-028, authorizing staff to re-schedule a public hearing for the NE 124th Street Properties Subdivision Latecomer Reimbursement to April 25, 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) A 2023 Legislative Session update

b) A draft agenda bill related to the Salmon Creek Treatment Plant – Primary Clarifier Mechanism Replacements – Equipment & Material Procurement. The Board concurred with the proposed agenda bill, and Commissioner Kimsey moved to approve Agenda Bill #23-029, to authorize the General Manager, or written designee, to purchase the primary clarifier equipment and materials for the Salmon Creek Treatment Plant Primary Clarifiers in an amount not to exceed a total cost of \$700,000 (including sales tax).

Commissioner Harker seconded the motion, and it passed unanimously.

c) A draft agenda bill related to Alliance 2021-2026 Professional Engineering Services Task Assignment Contract Amendment 2 with Brown & Caldwell for Program Elements 1 and 5. The Board concurred with the proposed agenda bill, and Commissioner Kimsey moved to approve Agenda Bill #23-030, authorizing the General Manager to sign the Professional Engineering Services Task Assignment Contract Amendment #2 with Brown and Caldwell for a contract increase of \$799,000 and total contract amount not to exceed \$1,200,000 for the Alliance Capital Project Delivery work and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the total contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

Business Services Director: Business Services Director Activities Report (Human Resources; Emergency Management; Public Outreach & Engagement) – Kim Thur briefly reviewed her report, including:

a) A draft agenda bill related to the Clark County Hazard Mitigation Planning – Adoption of the Clark Regional Natural Hazard Mitigation Plan Volumes 1 & 2. CRESA is requesting agencies to adopt the plan prior to April 18. The Board concurred with the proposed agenda bill, and Commissioner Harker moved to adopt Resolution #1873, authorizing the adoption of the Clark Regional Natural Hazard Mitigation Plan.

Commissioner Kimsey seconded the motion, and it passed unanimously.

b) A memo reviewing the 2022 District Website Summary, discussing an increase in District website traffic.

c) Ms. Thur provided the Board with a copy of the draft Connections Newsletter for the Board's review, requesting input by end of business tomorrow.

Collection Infrastructure Director (Engineering Director) Activities Report (Columbia Veterinary Center; Septic Elimination Program Code Amendments; Capital Program – Construction; Capital Program – Bid and Award; Development Program; and Operations

Department) – Heath Henderson briefly reviewed his report, including;

a) A draft Resolution to amend District Code, relating to the District Septic Elimination Program (SEP) per the Board’s previous direction following reviews by District Staff and legal counsel. The Board concurred with the proposed Resolution and requested to include the item on a future Consent Agenda for approval.

b) Memo re: North Haven Phase 4 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.

c) Draft agenda bill discussing the finalization of a contract between the District and Pacific Power Group, LLC (PPG) to provide additional support in servicing District generators according to the established Level of Service standards. The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval.

Finance Director/Treasurer: David Logan briefly reviewed his report, including a draft agenda bill and resolution with proposed amendments to the Reimbursable Business Expense and Travel Advance Policy. The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval.

Legal Counsel: Eric Frimodt provided a brief report, including an update on the status of a matter concerning the Salmon Creek Estates Condos.

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

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

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 8:28 AM.

Secretary