



CLARK REGIONAL WASTEWATER DISTRICT

BOARD OF COMMISSIONERS

Denny Kiggins, President • Norm Harker, Vice President • Neil Kimsey, Secretary
John M. Peterson, General Manager

8000 NE 52 Court/PO Box 8979 • Vancouver, Washington 98668-8979 • 360-750-5876

REGULAR MEETING

District Board Meeting Room

Tuesday, April 25, 2023

3:00 PM

The Board of Commissioners will be accepting testimony on published agenda items via in-person or virtual attendance for this meeting. Written comments may be submitted to Leanne Mattos, Interim Board Clerk, by 1:00 PM on the Monday prior to the Board meeting. Comments will be compiled and sent to the Board of Commissioners.

Please join my meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/635559517>

You can also dial in using your phone: (872) 240-3212; Access Code: 635-559-517

Please login at least 10 minutes before the meeting begins. Leanne Mattos, Interim Board Clerk, will be available to work through any technical issues.

CALL TO ORDER

FLAG SALUTE

ADDITIONS & DELETIONS TO AGENDA

WORK SESSION

SPECIAL PRESENTATIONS

- John Brown, Maintenance & Asset Management Supervisor: 5 Years of Service Award
- Promotion: Ryan Krause, Maintenance Technician 2
- Promotion: Kevin Bulder, Operator 3

CONSENT AGENDA

(Consists of routine items that have a staff recommendation, and items that the Board has previously discussed and for which no further discussion is required. The entire Consent Agenda is normally approved with one vote. Any Board member may ask questions about items on the Consent Agenda before a vote is taken or request that an item be removed from the Consent Agenda and placed on the regular agenda for more detailed discussion.)

- Approval of Minutes: April 11, 2023 Special Meeting Minutes
April 18, 2023 Regular Meeting Minutes
- Ratify and Confirm Previous Payments Issued:

| | | |
|---|--------------------------|-----------------------|
| <u>Electronic Payments:</u> | | <u>\$2,252,771.96</u> |
| 04/17/23: \$127,910.70 | 04/19/23: \$2,124,861.26 | |
| <u>Voucher #s 59120-59155 (59121 Voided):</u> | | <u>\$131,358.78</u> |
| 04/12/23: 59120 | 04/19/23: 59122-59155 | |
| \$129.18 | \$131,229.60 | |
| <u>Payroll Benefits Warrant #s 10532-10538:</u> | | <u>\$163,850.22</u> |
| 04/06/23: 10532 | 04/17/23: 10533-10538 | |
| \$2,032.94 | \$161,817.28 | |

c. Other

- 1) AB #23-032 – Septic Elimination Program Administrative Code Updates
Required Consent Action: Adopt Resolution #1874, relating to the District Septic Elimination Program; amending Sections 5.28.090, 5.44.040, 5.44.060 and 5.44.070 of the Clark Regional Wastewater District Code.
- 2) AB #23-033 – North Haven Phase 4 District Laterals Reimbursement
Required Consent Action: Adopt Resolution #1875, approving the final cost and pro rata share of District installed laterals for North Haven Phase 4.

Authorize staff to reimburse the developer, Haven Development Corporation, \$15,178.97 for installation of the laterals.
- 3) AB #23-034 – Generator Service Purchased Services Contract – Pacific Power Group, LLC
Required Consent Action: Authorize the General Manager to sign a Purchased Services Contract with Pacific Power Group, LLC for a three-year duration for a total not to exceed amount of \$208,762 and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen percent (15%) of the total contracted amount.
- 4) AB #23-035 – Resolution Amending District Reimbursable Business Expense & Travel Advance Policy
Required Consent Action: Adopt Resolution No. 1876, amending the Clark Regional Wastewater District Reimbursable Business Expense and Travel Advance Policy; authorizing the Finance Director/Treasurer to make certain changes to the Reimbursable Business Expense and Travel Advance Policy; and repealing Resolution No. 1847.

COMMUNICATIONS

- a. Items from the Audience

REPORTS

- a. Board Members
- b. General Manager
- c. Business Services Director
 - 1) Business Services Director Activities Report
- d. Collection Infrastructure Director (Engineering Director)
 - 1) Collection Infrastructure Director (Engineering Director) Activities Report
 - 2) Semi-Annual 2022 Engineering Department Report
 - 3) Semi-Annual 2022 Collection Operations Department Report
- e. Finance Director/Treasurer
 - 1) Semi-Annual 2022 Finance Department Report
- f. Operations Manager
 - 1) Treatment Operations Manager Activities Report
 - 2) Semi-Annual 2022 Pretreatment Program Report
- g. District Legal Counsel

h. Board Clerk

1) Board Calendar of Events (May 2023)

HEARINGS

(Held to receive comment on important matters before the Board. You are welcome to offer your comments after being recognized by the President. After all persons have spoken, the hearing is closed to public comment, and the Board proceeds with its deliberation and decision-making.)

a. 5:00 PM – AB #23-036 – 124th Street Properties Latecomer Reimbursement

The District Board will be accepting in-person and remote testimony for the public hearing. Testimony will be accepted in the following manner:

- Written comments submitted in advance. Written comments may be submitted to Leanne Mattos, Board Clerk, by 1:00 PM prior to this afternoon's public hearing. Comments will be compiled and sent to the Board of Commissioners.
- Testimony via conference call during the hearing.
- Testimony in person during the hearing.

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UNFINISHED BUSINESS

NEW BUSINESS

EXECUTIVE SESSION

ADJOURNMENT