

CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
May 9, 2023

The first regular meeting of the month of May 2023 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on May 9, 2023. Commissioner Kiggins, while appearing remotely, requested that Commissioner Harker act as the President of the meeting. Commissioner Harker called the meeting to order at 4:00 PM.

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

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

Visitors Present for Regular Meeting: City of Ridgefield: Councilor Judy Chipman. Interested Citizens: Dan Clark.

Visitors Present for Special Presentations: Dean Vandermeer, Sam Robertson, Andrew Johnson.

Visitors Present for Public Hearing: None.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Promotions: Dean Vandermeer, Sam Robertson and Andrew Johnson – Maintenance Specialist 2 – Heath Henderson, Collections Infrastructure Director (*Engineering Director*), announced the promotions of three District employees to Maintenance Specialist 2. The Board and staff congratulated them for their accomplishments and ongoing contributions to the District.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda, approving April 25, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 05/03/23 in the amount of \$1,661,564.52; Voucher #s 59156-59193 Dated 05/03/23 in the amount of \$770,268.62; Payroll Benefits Warrant #s 10539-10541 Dated 04/26/23 in the amount of \$36,767.85; and Payroll Direct Deposit Authorizations Dated 04/25/23 in the amount of \$235,261.99; Agenda Bill #23-039, adopting Resolution #1877, establishing a latecomer charge for the sewer lines constructed in conjunction with the 124th Street Properties Subdivision (Project #11-2020-0072) developer extension, and further authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the 124th Street Properties Subdivision project; and Agenda Bill #23-040, approving the final District participation costs of \$31,200

for the design of the NW 11th Avenue Trunk and authorize reimbursement to the developer.

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; 2023 Legislative Session Update; and Discovery Clean Water Alliance Update) – John Peterson briefly reviewed his report, including an update on the 2023 Legislative Session. Mr. Peterson relayed information regarding the recently attended NACWA Fly-In event in Washington DC, where staff presented the District and Alliance federal priorities.

Business Services Director: Business Services Director Activities Report (Human Resources; and District Facilities Program) – Kim Thur briefly reviewed her report.

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

a) Status reports for the first quarter of 2023, outlining the schedule and budget updates several District projects, located Pump Stations throughout the District.

b) Memo re: the Woodbrook Subdivision Pump Station Final Costs. Construction is complete, and the developer submitted an invoice to the District for reimbursement. The Board concurred with the District's decision to increase the force main size to accommodate future flows, thus justifying the additional cost. The agenda bill to approve the final costs will be presented at the upcoming Board meeting on May 23, 2023.

c) Memo re: Sunlight Site Plan – District Lateral Reimbursement. Following review of the memo, the Board concurred with the proposed lateral costs and requested staff to calculate the assessments, inform the affected property owner, and present for consent agenda approval at a future Board meeting.

d) Draft agenda bill discussing the renewal of a contract between Clark County and the District to amend and continue a Reimbursable Services Agreement for fuel and equipment repair. Commissioner Kimsey moved to authorize the General Manager to sign the Reimbursable Services Agreement for Fuel and Equipment Repair between Clark County and the District. Commissioner Kiggins seconded the motion, and it passed unanimously.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; Customer Accounts Team; and Alliance) – David Logan briefly reviewed his report, including an update to the Board regarding the successful integration of the HRIS

Timekeeping/Payroll system.

Legal Counsel: AB #23-041 – 99th Street Trenchless Sewer Project (District Project #27-0000-0007) Settlement – District legal counsel Eric Frimodt briefly reviewed the agenda bill.

Commissioner Kimsey moved to authorize the General Manager to sign the Reimbursement and Release Agreement between the District and Tapani, Inc. and further authorize District payment to Tapani in the amount of \$120,278.02 (including sales tax).

Commissioner Kiggins seconded the motion, and it passed unanimously.

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

Board Calendar of Events (May 2023) – Kim Thur briefly reviewed the calendar with the Board.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #23-042 – Knollridge South and Knollridge West Pump Station Replacements Project – Construction Contract Award – Heath Henderson briefly reviewed the agenda bill.

Commissioner Kimsey moved to award the construction contract as advertised for the Knollridge South and Knollridge West Pump Station Replacement Project to Rotschy, Inc., authorize the General Manager to sign a contract with Rotschy, Inc. for the bid amount of \$1,922,545.41 (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 Kiggins seconded the motion, and it passed unanimously.

With no further business to discuss, Commissioner Harker adjourned the meeting at 4:37 PM.

Secretary