

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
June 13, 2023**

The first regular meeting of the month of June 2023 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on June 13, 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, David Logan, Bob Sanguinetti, Les MacDonald (remote attendance), Vanessa Johnson, and Laine Keniston. District legal counsel Eric Frimodt (remote attendance).

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

Visitors Present for Special Presentations: Rusty Gray, David Bakker, Jose Gonzalez, and Bob Melton.

ADDITIONS & DELETIONS TO AGENDA: Staff requested to add an item under the Special Presentations category, honoring Bob Melton's years of service.

SPECIAL PRESENTATIONS: Introduction: Rusty Gray, Maintenance Specialist In Training – Rusty Gray, Maintenance Specialist In Training, was introduced to the Board.

Introduction: David Bakker, Safety & Health Coordinator – David Bakker, Safety & Health Coordinator, was introduced to the Board.

Promotion: Jose Gonzalez, Senior Engineering Technician (Inspection) – Jose Gonzalez was recognized for his recent promotion to Senior Engineering Technician (Inspection).

Recognition: Bob Melton, Maintenance Specialist 2 – Bob Melton, Maintenance Specialist 2, was recognized for his 25 years of service.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda, approving May 23, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 06/06/23 in the amount of \$2,062,217.32 Voucher #s 59230-59306 dated 06/06/23 in the amount of \$1,138,883.72; Payroll Benefits Warrant #s 10545-10552 Dated 05/17/23 & 05/31/23 in the amount of \$167,303.96; Payroll Direct Deposit Authorizations Dated 05/25/23 and 06/09/23 in the amount of \$488,988.48; Agenda Bill #23-047, adopting Resolution #1880, approving the oversizing cost for the Villagio Mixed Use Phase 1 sanitary sewer trunkline; Agenda Bill #23-048, authorizing staff to schedule a public hearing for the Jax Apartments Latecomer

Reimbursement on July 11, 2023 at 5:00 PM or as soon thereafter as possible; Agenda Bill #23-049, adopting Resolution #1881, providing for segregation of the Local Facilities Charge lot within the Salmon Creek Transmission Paralleling project area; Agenda Bill #23-050, authorizing the General Manager to sign the Professional Engineering, Surveying, Architecture, and Landscape Architecture Services Contract with Parametrix, Inc., in an amount not to exceed \$289,315 for the Glenwood Air Release Valves project, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed fifteen (15) percent of the total contracted amount; and Agenda Bill #23-051, authorizing the President and Secretary of the Board to sign the Retrospective Rating Program Agreement with the Washington Association of Sewer and Water Districts to continue the District's participation in the program.

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; and Discovery Clean Water Alliance Update) – John Peterson briefly reviewed his report.

Business Services Manager: In Kim Thur's absence, Mr. Peterson presented the draft *Connections* newsletter and requested any comments from the Commissioners to be returned by the end of the week.

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

a) Draft agenda bill related to Discovery Corridor Wastewater Transmission System Phase 2 Project – Professional Engineering Services Contract. Following review of the proposed agenda bill, the Board concurred with the proposed action and requested to include on a future Consent Agenda for approval.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team) – David Logan presented a recommendation for the District to apply for a Public Works Board loan in the 2023 application cycle. Mr. Logan explained how the loan would be utilized to optimize the District's financial outcomes. The Board concurred with staff submitting a loan application.

Legal Counsel: AB #23-052 – NE 99th Street Trenchless Sewer Project (District Project #27-0000-0007) Consultant Settlement – District legal counsel Eric Frimodt briefly reviewed the agenda bill.

Commissioner Harker moved to authorize the General Manager to sign the Settlement

Agreement and Release between the District and Consor North America, Inc.

Commissioner Kimsey seconded the motion, and it passed unanimously.

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

Board Calendar of Events (June 2023) – Laine Keniston briefly reviewed the calendar with the Board.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #23-053 – 2023 Main Repair Project – Construction Contract Award

– Heath Henderson briefly reviewed the agenda bill, noting that two bids were received for the project. Clark and Sons Excavating, Inc., submitted the lowest responsive bid of \$670,365.62, which is 0.36% below the project estimate of \$672,798.63. District legal counsel has reviewed the contract. Staff has reviewed the bid and recommend awarding the contract.

Commissioner Harker moved to award the construction contract as advertised for the 2023 Main Repair Project to Clark and Sons Excavating, Inc., authorize the General Manager to sign a contract with Clark and Sons Excavating, Inc. for the bid amount of \$670,365.62 (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 contract amount.

Commissioner Kimsey seconded the motion, and it passed unanimously.

AB #23-054 – 2023 Lining Project – Construction Contract Award – Heath Henderson briefly reviewed the agenda bill, noting that Insituform Technologies, LLC submitted the only responsive bid of \$587,470, which is 30.8% more than the project estimate of \$449,122.73. Staff has coordinated with Insituform to confirm their understanding of the contract work. District legal counsel has reviewed the contract. Staff has reviewed the bid and recommend awarding the contract.

Commissioner Kimsey moved to award the construction contract as advertised for the 2023 Lining Project to Insituform Technologies, LLC, authorize the General Manager to sign a contract with Insituform Technologies, LLC for the bid amount of \$587,470.00 (including sales tax), and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original contract amount.

Commissioner Harker seconded the motion, and it passed unanimously.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 4:45 PM.

Secretary