

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
June 27, 2023**

The third 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 52<sup>nd</sup> Court, Vancouver, Washington on June 27, 2023. Commissioner Harker called the meeting to order at 3:00 PM.

Those in attendance were Commissioners Norm Harker and Neil Kimsey. Commissioner Kiggins was not in attendance.

District Staff: John Peterson, Kim Thur, Heath Henderson, David Logan, Matt Jenkins, Les MacDonald, Vanessa Johnson (remote attendance), Connie Pekarek, Audrey Efoymson, and Laine Keniston.

Visitors Present for Regular Meeting: City of Battle Ground: Deputy City Manager Rob Ferrier. Interested Citizens: Dan Clark.

Visitors Present for Jailens Pointe Apartments Interim Pump Station Request: Steve Bacon of MacKay Sposito (remote attendance), Jamie Howsley of Jordan Ramis (remote attendance).

Visitors Present for Special Presentations: Ursula Conley, Elise Robbins, Samantha Kieling, and Emma Triplett.

**ADDITIONS & DELETIONS TO AGENDA:** None.

**SPECIAL PRESENTATIONS: Ursula Conley, Administrative Assistant 2: 5 Years of Service Award** – Ursula Conley, Administrative Assistant 2, was recognized by the Board for her five years of service.

**Promotion: Elise Robbins, Customer Account Supervisor** – Elise Robbins, Customer Account Supervisor, was recognized for her recent promotion.

**Introduction: Samantha Kieling, Assistant Account Specialist** – Samantha Kieling, Assistant Account Specialist, who was recently hired, was introduced to the Board.

**Introduction: Emma Triplett, Account Specialist** – Emma Triplett, Account Specialist, who was recently hired, was introduced to the Board.

**Introduction: Audrey Efoymson, Engineering Intern** – Audrey Efoymson, Engineering Intern, who was recently hired, was introduced to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving June 13, 2023 and June 20, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 06/15/23 and 06/21/23 in the amount of

\$652,564.35; Voucher #s 59307-59340 dated 06/13/23 and 06/21/23 in the amount of \$900,472.46; Payroll Direct Deposit Authorizations dated 06/23/23 in the amount of \$251,332.14; Agenda Bill #23-055, approving the final costs of \$184,243.14 (including sales tax) for the design and construction of the 6-inch force main for Martin Meadow Subdivision Sewer Extension Participation Agreement; and Agenda Bill #23-056, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture, and Landscape Architecture Services Contract with Parametrix in an amount not to exceed \$519,383 for the Discovery Corridor Wastewater Transmission System Phase 2A 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.

Commissioner Harker seconded the motion, and it passed.

The Board decided to address Attachment D from the Collection Infrastructure Director's Activities Report related to the Interim Pump Station request for the Jailens Pointe Apartments project since there were attendees virtually present for the item. Following review of the memo, the Board concurred with staff's recommendations to move forward with the developer's Interim Pump Station request, while District staff continue to develop the trunkline option at the same time.

**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, including sharing a series of images from a June 26 tour at the Salmon Creek Treatment Plant with U.S. Representative Marie Gluesenkamp Perez.

**Business Services Manager: Business Services Manager/Board Clerk Activities Report (Human Resources; and District Code Updates)** – Kim Thur briefly reviewed her report. Ms. Thur provided two press releases for the Board's information; one related to the District and Discovery Clean Water Alliance Clean Financial Audits and the other was a joint press release published by the City of Ridgefield, the Port of Ridgefield, and the District related to the South Junction Trunk Sewer Upgrade project, which includes maintaining a Port-owned stormwater facility, and building a new pedestrian trail for nearby businesses and residents.

**Board Calendar of Events (July 2023)** – Ms. Thur briefly reviewed the calendar with the Board.

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

- a) Draft agenda bill related to Three Creeks North PUD Phase 1 – Oversize Reimbursement
- Following review of the proposed agenda bill, the Board concurred with the recommended action

and requested to include the item on a future Consent Agenda for approval.

b) Memo and Draft agenda bill related to Village at 78<sup>th</sup> Street Developer Reimbursement Agreement – Following review of the proposed agenda bill, the Board concurred with the recommended action and requested to include the item on a future Consent Agenda for approval.

c) Memo related to North Haven PUD Phase 1 Subdivision Latecomer Reimbursement – Following review of the memo, the Board confirmed the ERU method for applying the Latecomer assessments. Staff will move forward with notifying affected property owners and preparing an agreement for the developer to sign. The reimbursement will be presented a future Board meetings, including a public hearing.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team)** – David Logan briefly reviewed his report.

**Treatment Operations Manager: Treatment Operations Manager Activities Report (Alliance Operations Program Update; and Alliance Engineering Program Update)** – Matt Jenkins briefly reviewed his report.

**Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

With no further business to discuss, Commissioner Harker adjourned the meeting at 3:40 PM.

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Secretary