

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
July 25, 2023**

The third regular meeting of the month of July 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 July 25, 2023. Commissioner Kiggins called the meeting to order at 3:00 PM.

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

District Staff: John Peterson, Kim Thur, David Logan, Les MacDonald, Matt Jenkins, Vanessa Johnson, Connie Pekarek, and Laine Keniston.

Visitors Present for Special Presentations: Shawn Spain and Crystal Pointer.

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

**ADDITIONS & DELETIONS TO AGENDA:** Staff requested to postpone the introduction of new employee Jeff Rike to a later meeting. The Board concurred with this request.

**SPECIAL PRESENTATIONS: Shawn Spain, Operator 1: 15 Years of Service Award –** Shawn Spain, Operator 1, was recognized by the Board for his fifteen years of service.

**Introduction: Chrystal Pointer, Operator 2 –** Chrystal Pointer, Operator 2, who was recently hired, was introduced to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving July 11, 2023 and July 18, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 07/18/23 and 07/19/23 in the amount of \$909,273.23; Voucher #s 59378-59424 dated 07/19/23 in the amount of \$294,406.23; Payroll Benefits Warrant #s 10561-10568 dated 07/19/23 in the amount of \$198,712.29; and Payroll Direct Deposit Authorizations Dated 07/10/23 in the amount of \$244,235.44; Agenda Bill #23-062, adopting Resolution #1882, establishing a Latecomer charge for sewer lines constructed in conjunction with the Jax Apartments (Jax Apartments #12-2021-0061) Developer Extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the Developer of the Jax Apartments multi-family project; and Agenda Bill #23-063, adopting Resolution #1883, making minor modifications to the District Administrative Code relating to General Manager authority, Public Records Officer designation, and financing Septic Elimination Program projects; and amending Sections 2.16.010, 2.24.020(B), and 5.44.060 of the Clark Regional Wastewater District Code.

Commissioner Harker seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience:** None.

**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 the Department of Commerce funding received to support the Wallace Heights Septic Elimination Program project.

**Business Services Manager: Board Calendar of Events (August 2023)** – Kim Thur briefly reviewed the calendar with the Board.

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program – Bid and Award; Capital Program – Design; and Engineering Department)** – Les MacDonald briefly reviewed the report, including:

a) Draft agenda bill related to Wallace Heights Septic Elimination Program Project – Professional Engineering Services Contract with Wallis Engineering, Inc. 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.

b) Status reports for the second quarter of 2023, outlining the schedule and budget updates on significant District projects.

c) Draft agenda bill related Amendments to Task Assignment Contracts for Professional Engineering Services for 2020-2025 Six-Year Capital Program. 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:** No report.

**Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 3:17 PM.

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Secretary