

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
August 22, 2023**

The third regular meeting of the month of August 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 August 22, 2023. Commissioner Kiggins called the meeting to order at 4:00 PM.

Those in attendance were Commissioners Norm Harker, Denny Kiggins, and Neil Kimsey (arrived at 3:05 PM).

District Staff: John Peterson, Kim Thur, David Logan, Heath Henderson, Les MacDonald, Matt Jenkins, Connie Pekarek, Robin Krause, and Laine Keniston.

Visitors Present for Special Presentations: Kristen Thomas, Marie LaManna, and Jeff Rike.

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

**ADDITIONS & DELETIONS TO AGENDA:** Staff noted that Andrew Haynes was not in attendance and his promotion recognition would be rescheduled to a future meeting. Staff further noted that the promotion of Kevin Bulder was recognized previously by the Board and was being removed from the agenda.

**SPECIAL PRESENTATIONS: Kristen Thomas, Regulatory Compliance Manager: 5 Years of Service Award** – Kristen Thomas, Regulatory Compliance Manager, was recognized by the Board for her five years of service.

**Promotion: Marie LaManna, Senior Engineering Technician** – Marie LaManna, Senior Engineering Technician, was recognized for her recent promotion.

**Introduction: Jeff Rike, Operator & Maintenance Technician In-Training** – Jeff Rike, Operator & Maintenance Technician In-Training, was introduced to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Harker moved to approve the Consent Agenda, approving August 8, 2023 regular meeting minutes and August 15, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments Dated 08/15/23 and 08/16/23 in the amount of \$428,584.68; Voucher #s 59462-59503 dated 08/03/23 and 08/16/23 in the amount of \$1,217,187.92; Payroll Benefit Warrant #s 10569-10571 dated 08/04/23 in the amount of \$5,328.06; and Payroll Direct Deposit Authorizations Dated 08/10/23 in the amount of \$253,418.62; Agenda Bill #23-067, adopting Resolution #1844, establishing a latecomer charge for sewer lines constructed in conjunction with the North Haven PUD Phase 1 (Project #11-2020-0063) developer extension, and authorizing the General Manager to sign the Latecomer Reimbursement Agreement

with the developer of the North Haven PUD Phase 1 Subdivision; and Agenda Bill #23-068, ratifying and confirming the emergency located in the vicinity of NE 36<sup>th</sup> Avenue and NE 163<sup>rd</sup> Street associated with the Mill Creek Pump Station Force Main creek crossing, which required the Engineering Director to declare an emergency and proceed with executing a construction contract with a contractor to complete the repair work.

Commissioner Kiggins seconded the motion, and it passed.

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

**REPORTS: Board Members:** Commissioner Kimsey reported on his recent activities.

**General Manager: General Manager Activities Report (Agency Coordination, District and Professional Organization Functions, & Discovery Clean Water Alliance Update)** – John Peterson briefly reviewed his report.

**Business Services Manager/Board Clerk: Business Services Manager/Board Clerk Activities Report (Leadership Training)** – Kim Thur briefly reviewed her report.

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

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Mill Creek Pump Station Force Main Emergency, Capital Program – Construction, and Capital Program – Bid & Award)** – Heath Henderson briefly reviewed his report, including a draft agenda bill related to South Junction Trunk Upgrade Construction Contract – Supplemental Amendments. Following review of the draft 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 (District Organizational Goal 7b – 2023-2024 Alliance Budget Amendment)** – David Logan briefly reviewed his report, including a draft Budget Decision Package requesting a new Project Manager to assist in the delivery of Alliance related Treatment and Transmission projects. Mr. Logan noted the item would be discussed further at the September 15 Alliance Board meeting.

**Treatment Operations Manager: (Treatment Operations Manager Activities Report (Alliance Operations Program Update, Alliance Engineering Program Update, and Alliance Regulatory 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 Kiggins adjourned the meeting at 3:17 PM.

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Secretary

Approved 09/12/2023