

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
October 10, 2023**

The first regular meeting of the month of October 2023 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on September 26, 2023. Commissioner Harker called the meeting to order at 4:00 PM.

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

District Staff: John Peterson, Heath Henderson, Les MacDonald, Britny Carrier, Emily Brown, Vanessa Johnson, and Kim Thur. District Legal Counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, and a caller attending remotely identified as Frank.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: None.

WORK SESSION: 2024 Budget Work Session #1: Framework for 10-Year Financial Model (2024-2023) – David Logan and Les MacDonald presented the work session materials to the Board. No action was taken.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda, approving the September 26 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 10/04/23 in the amount of \$2,023,655.58; Voucher #s 59578-59607 dated 10/04/23 in the amount of \$215,520.41; Payroll Benefit Warrant #s 10582-10587 dated 09/22/23 in the amount of \$163,432.78; and Payroll Direct Deposit Authorizations dated 09/25/23 and 10/10/23 in the amount of \$499,655.88.

Commissioner Harker seconded the motion, and it passed.

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Each Commissioner reported on their recent activities.

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

Business Services Manager/Board Clerk: Board Confirmation of Events (September 2023) – The Board signed the confirmation sheet.

Board Calendar of Events (October 2023) – Kim 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) – Heath Henderson briefly reviewed the report.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Customer Service) – David Logan briefly reviewed the report.

District Legal Counsel: Eric Frimodt provided a brief verbal report on some cases pertaining to water and sewer districts.

Mr. Frimodt advised the Board that he would be providing the 2023 Legislative Session Summary at the November 14 Board meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB#23-072 – Salmon Creek Treatment Plant Roof Repair & Replacement Construction Contract Award – John Peterson briefly reviewed the agenda bill. District staff developed the Contract Provisions and advertised the project for bids. The engineer's estimate for this project was \$350,000. The District received and opened 6 bids on September 27, 2023. The lowest responsible bidder was Vitan Construction LLC with a bid amount of \$401,406.60 (including sales tax), which is 7.2% above the engineer's estimate. Because the project involves substantial remodeling of existing facilities, District staff recommends a 15% contingency as part of the contract award. The cost for this project is budgeted within the Alliance R&R Program within the Building Systems R&R Program.

Commissioner Harker moved to award the construction contract as advertised for the SCTP Roof Repair and Replacement project to Vitan Construction LLC, authorize the General Manager to sign a contract with Vitan Construction LLC for the bid amount of \$401,406.60 (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 Kimsey seconded the motion, and it passed unanimously.

HEARING: None.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 4:23 PM.

Secretary