



CLARK REGIONAL WASTEWATER DISTRICT

BOARD OF COMMISSIONERS

Denny Kiggins, President • Norm Harker, Vice President • Neil Kimsey, Secretary
John M. Peterson, General Manager

8000 NE 52 Court/PO Box 8979 • Vancouver, Washington 98668-8979 • 360-750-5876

REGULAR MEETING

District Board Meeting Room

Tuesday, November 14, 2023

4:00 PM

The Board of Commissioners will be accepting testimony on published agenda items via in-person or virtual attendance for this meeting. Written comments may be submitted to Kim Thur, Business Services Manager, by 1:00 PM on the Monday prior to the Board meeting. Comments will be compiled and sent to the Board of Commissioners.

Please join my meeting from your computer, tablet, or smartphone.

<https://meet.goto.com/937559165>

You can also dial in using your phone: (646) 749-3122; Access Code: 937-559-165

Please login at least 10 minutes before the meeting begins. Kim Thur will be available to work through any technical issues.

CALL TO ORDER

FLAG SALUTE

ADDITIONS & DELETIONS TO AGENDA

SPECIAL PRESENTATIONS

- a. 5 Years of Service Award: James Lee, IT Services Manager
- b. 10 Years of Service Award: Dave Gadbaugh, Asset Management Technician
- c. 10 Years of Service Award: Jose Gonzalez, Senior Engineering Technician (Inspection)

WORK SESSION

- a. 2024 Budget Work Session #4
 - 1) 2024 Operating and Maintenance Expenses Budget, Including 10-Year IT, Facilities, & Fleet Programs

CONSENT AGENDA

(Consists of routine items that have a staff recommendation, and items that the Board has previously discussed and for which no further discussion is required. The entire Consent Agenda is normally approved with one vote. Any Board member may ask questions about items on the Consent Agenda before a vote is taken or request that an item be removed from the Consent Agenda and placed on the regular agenda for more detailed discussion.)

- a. Approval of Minutes: October 24, 2023 Regular Meeting Minutes
- b. Ratify and Confirm Previous Payments Issued:

Electronic Payments:

\$1,532,327.68

11/07/23: \$1,532,327.68

Voucher #s 59636-59703:

\$368,332.39

11/07/23: \$368,332.39

Payroll Benefits Warrant #s 10591-10599:\$169,398.6310/12/23: 10591-10596
\$165,756.3510/31/23: 10597
\$3,054.9310/31/23: 10598-10599
\$587.35Payroll Direct Deposit Authorizations:

11/9/23: \$251,441.79

\$251,441.79

c. Other

- 1) AB #23-074 – Proposed 2024 Budget – Authorization to Schedule Public Hearing
Required Consent Action: Authorize staff to schedule the 2024 budget public hearing on Tuesday, December 12, 2023 at 5:00 pm, or as soon thereafter as possible.
- 2) AB #23-075 – Vendor Services Contract with The Master's Touch, LLC
Required Consent Action: Authorize the General Manager to sign the Vendor Services Contract with The Master's Touch, LLC for utility billing, printing, inserting, and mailing services in an amount not to exceed \$108,481.56, and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original contract amount.

COMMUNICATIONS

- a. Items from the Audience

REPORTS

- a. Board Members
- b. General Manager
 - 1) General Manager Activities Report
- c. Business Services Manager/Board Clerk
 - 1) Board Confirmation of Events (October 2023)
 - 2) Board Calendar of Events (November 2023)
- d. Collection Infrastructure Director (Engineering Director)
 - 1) Collection Infrastructure Director Activities Report
- e. Finance Director/Treasurer
- f. Treatment Operations Manager
- g. District Legal Counsel
 - 1) 2023 Legislative Session Report

HEARINGS

(Held to receive comment on important matters before the Board. You are welcome to offer your comments after being recognized by the President. After all persons have spoken, the hearing is closed to public comment, and the Board proceeds with its deliberation and decision-making.)

UNFINISHED BUSINESS**NEW BUSINESS****EXECUTIVE SESSION**

- a. A Personnel Matter Pursuant to RCW 42.30.110 Section 1(g)

ADJOURNMENT