

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
November 28, 2023**

The third regular meeting of the month of November 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 November 28, 2023. Commissioner Kiggins called the meeting to order at 3:00 PM.

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

District Staff: John Peterson, Heath Henderson, Vanessa Johnson, Les MacDonald, Matt Jenkins, and Kim Thur.

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

Visitors Present for Special Presentations: Eric Lucksley.

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

**SPECIAL PRESENTATIONS: Introduction: Eric Lucksley, Operator 2** – Eric Lucksley, Operator 2, was introduced to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving the November 14, 2021 regular meeting minutes and November 21, 2023 regular meeting minutes; and ratifying and confirming previous payments issued, including Electronic Payments dated 11/20/23 in the amount of \$914,389.10; Voucher #s 59704-59726 dated 11/20/23 in the amount of \$974,295.30; and Payroll Direct Deposit Authorizations dated 11/22/23 in the amount of \$277,388.92.

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

**Business Services Manager/Board Clerk: Business Services Manager/Board Clerk Activities Report (IT Services & APWA Re-Accreditation)** – Kim Thur briefly reviewed the report, including advising the Board that staff is requesting the Board approve a purchase of network switches, along with a sole source exemption to purchase from Matrix Networks. In order to receive a significant savings for the purchase, staff needs to sign the purchase order before December 15. Staff will provide the agenda bills on the Consent Agenda on December 14. The Board concurred.

**Board Calendar of Events (December)** – 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; & Development Program)** – Heath Henderson briefly reviewed the report, including a draft agenda bill related to NE 68<sup>th</sup> Street Extension District Installed Infrastructure Local Facilities Project: Resolution Approving Final Cost and Pro Rata Share. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team)** – In David Logan’s absence, Mr. Peterson briefly reviewed the report.

**Treatment Operations Manager: Treatment Operations Manager Activities Report (Discovery Clean Water Alliance Operations Program Update; Alliance Engineering Program Update; & Alliance Regulatory Program Update)** – Matt Jenkins briefly reviewed the report.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARING:** None.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 3:19 PM.

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Secretary