

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
December 12, 2023**

The first regular meeting of the month of December 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 December 12, 2023. Commissioner Kiggins 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, David Logan, Britny Carrier, and Kim Thur.

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

Visitors Present for Special Presentations: David Gadbaugh.

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

**SPECIAL PRESENTATIONS: 10 Years of Service Award: Dave Gadbaugh, Asset Management Technician** – Dave Gadbaugh, Asset Management Technician, was recognized for his 10 years of service award.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda, approving the November 28, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 12/06/23 in the amount of \$1,594,177.32; Voucher #s 59727-59771 dated 11/22/23 and 12/06/23 in the amount of \$1,967,579.99; Payroll Benefit Warrant #s 10600-10608 dated 11/15/23 and 11/30/23 in the amount of \$169,568.15; Agenda Bill #23-076, adopting Resolution #1885, waiving competitive bidding requirements for the procurement of network switches and related goods and services; Agenda Bill #23-077, authorizing the General Manager to sign the Purchase Quote from Matrix Networks in the amount of \$84,913.48, including sales tax, for the procurement of network switches and related goods and services and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten percent of the original quote amount; and Agenda Bill #23-078, adopting Resolution #1886, approving the final cost and pro rata share of the District installed local facilities for the NE 68<sup>th</sup> Street Extension District Installed Infrastructure, District Project #22-2022-0068.

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 (Legal Services Agreement & APWA Re-Accreditation)** – Kim Thur briefly reviewed the report, including a draft agenda bill related to Agreement for Legal Services. The Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for action.

**Board Confirmation of Events (November 2023)** – The Board signed the confirmation sheet.

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

Ms. Thur presented the draft Connections newsletter and requested Board comments by December 13.

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Mill Creek Pump Station Force Main Emergency; Capital Program; Development Program; Engineering Department; & Operations Department)** – Heath Henderson briefly reviewed the report, including:

- a) Proposed force main alignment for the Legacy Force Main project.
- b) Draft agenda bill re: Whipple Creek West Pump Station A Design – Trails at Whipple Creek Developer Reimbursement Agreement. Mr. Henderson presented the draft agenda bill and noted that the numbers shown have been updated since the packet was produced. The total amount when presented for approval will be approximately \$15,000 more than shown. The Board concurred with the proposed agenda bill, and requested to include the item on a future Consent Agenda for approval.
- c) Whipple Creek West Pump Station cost summary.
- d) Draft agenda bill re: Whipple Creek West Pump Station A Construction – Trails at Whipple Creek Developer Reimbursement. Mr. Henderson presented the draft agenda bill, and the Board concurred with the proposed agenda bill and requested to include the item on a future Consent Agenda for approval.

**Finance Director/Treasurer:** No report.

**Treatment Operations Manager:** No report.

**District Legal Counsel:** No report.

At 4:25 PM, Commissioner Kiggins recessed the meeting until 5 PM.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARING: HEARING: 5:00 PM – AB #23-079 – Proposed 2024 District Budget** – Commissioner Kiggins opened the hearing on the proposed 2024 budget for the Clark Regional

Wastewater District.

Commissioner Kiggins asked if anyone present wished to provide testimony on the proposed 2024 budget.

No one physically present or attending remotely provided testimony.

Commissioner Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins announced the public hearing was closed.

Commissioner Kiggins explained the Board anticipates adopting the 2024 budget at the December 26 Board meeting.

Commissioner Kiggins thanked everyone for attending the hearing.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 5:05 PM.

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Secretary