

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
December 26, 2023**

The third 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 52nd Court, Vancouver, Washington on December 26, 2023. Commissioner Kiggins called the meeting to order at 3:05 PM.

Those in attendance were Commissioners Denny Kiggins, Norm Harker, and Neil Kimsey (arrived at 3:10 PM).

District Staff: John Peterson, Heath Henderson, David Logan (virtually), Matt Jenkins, Vanessa Johnson (virtually), Marcella Laasch, Connie Pekarek, and Laine Keniston.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark (virtually).

Visitors Present for Special Presentations: Clark County Auditor Greg Kimsey.

ADDITIONS & DELETIONS TO AGENDA: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the December 12, 2023 regular meeting minutes and December 19, 2023 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 12/18/23 and 12/19/23 in the amount of \$663,943.44; Voucher #s 59772-59815 dated 12/14/23 and 12/19/23 in the amount of \$2,680,894.22; Payroll Benefit Warrant #s 10609-10614 dated 12/14/23 in the amount of \$167,747.71; Payroll Direct Deposit Authorizations dated 12/08/23 in the amount of \$256,526.53; Agenda Bill #23-081, authorizing the President of the Board to sign the 2024-2025 Agreement for Legal Services with Inslee, Best, Doezie & Ryder, P.S.; Agenda Bill #23-082, authorizing the General Manager to sign the Phase I Developer Extension, Reimbursement, and Service Agreement Addendum #1 with the developer for the costs of designing the pump station and force main in an amount not to exceed \$351,500.00 (including sales tax) and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original Developer Extension, Reimbursement, and Service Agreement amount as modified by the Addendum; Agenda Bill #23-083, authorizing the General Manager to sign the Developer Extension, Reimbursement and Service Agreement with the developer for the costs of constructing the pump station and force main in an amount not to exceed \$1,585,572.30 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original Developer Extension, Reimbursement and Service Agreement amount; AB #23-084, adopting Resolution #1887, amending the Clark Regional Wastewater District Employee Handbook;

authorizing the General Manager to make certain changes to the Employee Handbook; authorizing an effective date of January 1, 2024; and repealing Resolution #1870; Agenda Bill #23-085, adopting Resolution #1888, amending the Clark Regional Wastewater District Compensation Plan; authorizing the General Manager to make certain changes to the Compensation Plan; and repealing Resolution #1861; Agenda Bill #23-086, approving the updated goals within the Strategic Plan as presented in the 2024 Strategic Plan Update – Goals & Initiatives by Year form and confirming the continued use of the District's Mission, Vision, and Values statements; Agenda Bill #23-087, appointing Commissioner Kimsey as President, Commissioner Kiggins as Vice President, and Commissioner Harker as Secretary of the Board in 2024; and Agenda Bill #23-088, adopting Resolution #1889, approving the 2024 budget.

Commissioner Kiggins seconded the motion, and it passed. *[Note: the Consent Agenda was approved prior to Commissioner Kimsey's arrival to the meeting.]*

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Commissioners Harker and Kiggins 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: No report.

Board Calendar of Events (January 2024) – Mr. Peterson briefly reviewed the calendar with the Board.

Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program) – Heath Henderson briefly reviewed the report, including a draft agenda bill and resolution related to Curtin Creek Ph 1 Septic Elimination Project (SEP) Local Facilities Charge. Mr. Henderson noted that staff recommended the use of the Parcel method for assessment. Mr. Henderson also confirmed with the Board that the laterals for each lot are included in each lot's cost. 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: Treatment Operations Manager Activities Report (Discovery Clean Water Alliance (Alliance) Operations Program Update; Alliance Engineering Program Update; and Alliance Regulatory Program Update) – Matt Jenkins briefly reviewed the report.

District Legal Counsel: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

HEARING: None.

SPECIAL PRESENTATIONS: Commissioner Denny Kiggins Oath of Office Administered by Clark County Auditor Greg Kimsey – Clark County Auditor Greg Kimsey administered the oath of office to Commissioner Denny Kiggins, who was recently re-elected into his position.

With no further business to discuss, Commissioner Kiggins adjourned the meeting at 3:28 PM.

Secretary

Approved 01/09/2024