

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
SPECIAL MEETING
February 6, 2024**

A special meeting was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on February 6, 2024. Commissioner Kimsey 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, David Logan, Les MacDonald, Vanessa Johnson (virtual attendance), and Kim Thur. District legal counsel Eric Frimodt (virtual attendance).

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

Visitors Present for Special Presentations: None.

ADDITIONS & DELETIONS TO AGENDA: John Peterson reminded the Board of the special meeting status and reported that no items would be added to the published agenda distributed last Friday.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the January 23, 2024 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 01/30/24 in the amount of \$1,586,142.94; Voucher #s 59902-59937 dated 01/22/24, 01/26/24, and 01/30/24 in the amount of \$617,673.53; Payroll Benefits Warrant #s 10617-10625 dated 01/18/24, 01/24/24, and 01/30/24 in the amount of \$201,105.16; and Payroll Direct Deposit Authorizations dated 01/25/24 in the amount of \$267,214.04; and Agenda Bill #24-005, authorizing staff to schedule a public hearing for the NW 11th Avenue Trunk Trails at Whipple Creek Latecomer Reimbursement on March 12, 2024 at 5:00 PM or as soon thereafter as possible.

Commissioner Kiggins seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Commissioners Kiggins, Harker, and Kimsey reported on their recent activities.

General Manager: General Manager Activities Report (Agency Coordination, District and Professional Organization Functions, & Discovery Clean Water Alliance Update) – John Peterson briefly reviewed the report, including draft Agenda Bill #24-007 related to District Organization Chart Update for Engineering & Construction Management Teams. The Board

concurred with the proposed agenda bill.

Commissioner Kiggins moved to adopt Resolution #1891, amending the Clark Regional Wastewater District classification ranges and positions table and organization chart; and authorizing an effective date for each position change upon vacancy of the respective limited term position(s).

Commissioner Harker seconded the motion, and it passed unanimously.

Business Services Manager/Board Clerk: Business Services Manager Activities Report (2024 Salary & Benefits Survey; & Employee Handbook) – Kim Thur briefly reviewed the report.

Board Confirmation of Events (January 2024) – The Board signed the confirmation sheet.

Board Calendar of Events (February 2024) – Kim Thur briefly reviewed the calendar with the Board.

Collection Infrastructure Director: Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program; Development Program; and Operations Department) – Heath Henderson briefly reviewed the report, including three attachments:

Attachment A – Draft agenda bill related to Discovery Corridor Wastewater Transmission System – Waiver of Competitive Bidding for Sewage Pumps Updated and draft agenda bill related to Discovery Corridor Wastewater Transmission System – Waiver of Competitive Bidding for Variable Frequency Drives.

The Board concurred with both agenda bills and requested to include it on an upcoming Consent Agenda for approval.

Attachment B – Draft agenda bill related to Discovery Corridor Wastewater Transmission System Phase 2 Project – Professional Engineering Services Contract Amendment 2.

The Board concurred with the agenda bill and requested to include it on an upcoming Consent Agenda for approval.

Attachment C – Draft agenda bill related to Reserve at Lake River District Lateral Reimbursement.

The Board concurred with the agenda bill and requested to include it on an upcoming Consent Agenda for approval.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team; and Risk Management) – David Logan reviewed his report.

Treatment Operations Manager: No report.

District Legal Counsel: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #24-006 – Authorization to Sign Public Works Board Construction Funding Contract for Discovery Corridor Wastewater Transmission System Phase 2 Project – Mr. Henderson briefly reviewed the agenda bill. The District applied for and was awarded a Public

Works Board (PWB) loan for \$10 million. The proceeds will fund a portion of the Discovery Corridor Wastewater Transmission System (DCWTS) Ph-2 project. The District application finished in 9th place, and this is the third successful PWB loan submission in less than six years. The funds will be repaid over 20 years at a maximum rate of 1.72%.

Commissioner Harker moved to authorize the General Manager to sign the Public Works Board Construction Funding Contract PC24-96103-031 to fund a portion of the Discovery Corridor Wastewater Transmission System Phase 2 project as approved in the adopted 2024-2033 Capital Improvement Program.

Commissioner Kiggins seconded the motion, and it passed unanimously.

HEARINGS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 4:40 PM.

Secretary