

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
March 26, 2024**

The third regular meeting of the month of March 2024 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on March 26, 2024. Commissioner Kimsey called the meeting to order at 3:02 PM.

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

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

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark and Leah Lothspeich.

Visitors Present for Special Presentations: Nichole Chambers.

ADDITIONS & DELETIONS TO AGENDA: John Peterson announced that Tim Hanson's promotion presentation would be rescheduled, as Mr. Hanson could not be present today.

SPECIAL PRESENTATIONS: Promotion: Nichole Chambers, Program Support Specialist
– The Board recognized Nichole Chambers for her recent promotion.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the March 12, 2024 regular meeting minutes; March 19, 2024 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 03/18/24 03/19/24 in the amount of \$1,095,552.12; Voucher #s 60027-60064 dated 03/19/24 in the amount of \$1,014,904.77; Payroll Benefits Warrant #s 10633-10640 dated 02/15/24 and 02/29/24 in the amount of \$177,354.16; Payroll Direct Deposit Authorizations dated 03/25/24 in the amount of \$265,757.35; Agenda Bill #24-018, authorizing the General Manager to sign the Developer Extension, Reimbursement, and Service Agreement with the developer for the costs of designing and constructing McCormick Creek Pump Station in an amount not to exceed \$2,110,300.00 (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 agreement amount; Agenda Bill #24-019, adopting Resolution #1895, approving the final cost and Local Facilities Charge pro rata share of the installed local facilities for the NW 11th Ave Trunk Trails at Whipple Creek Project #11-2022-0025; and Agenda Bill #24-020, adopting Resolution #1896, establishing a latecomer charge for sewer lines constructed in conjunction with the NW 11th Ave Trunk Rails at Whipple Creek developer extension (Project #11-2022-0025) and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the NW 11th Trunk Trails at Whipple Creek project.

Commissioner Kiggins seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Commissioners Kiggins and Kimsey 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 (District Code Update and 2024 Salary & Benefits Survey) – Kim Thur briefly reviewed the report.

Board Calendar of Events (April 2024) – Ms. Thur briefly reviewed the calendar with the Board.

Collection Infrastructure Director: Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program – Bid and Award; Capital Program – Design; and Development Program) – Heath Henderson briefly reviewed the report.

Mr. Henderson then provided the draft Amendment to Developer Extension Agreement and Related Project Agreements that will be presented to the developer of Trails at Whipple Creek. Mr. Henderson requested the Board provide comments to staff by tomorrow, so staff can provide the document to the developer for signature.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team) – David Logan reviewed the 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, including:

Attachment A – A draft agenda bill related to Authorization to Purchase 2024 T880 Day Cab Heavy Duty Kenworth Tractor/Trailer. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

Attachment B – A draft agenda bill related to District Organization Chart – Self-Performed Biosolids Hauling Update. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

District Legal Counsel: No report.

HEARINGS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #24-021 – Ratify & Confirm Declaration of Emergency Work – Salmon Creek Treatment Plant Groundwater Supply Wells Repair – Matt Jenkins briefly reviewed

the agenda bill. The General Manager declared an emergency related to the Salmon Creek Treatment Plant (SCTP) water supply well on March 21, 2024, in accordance with District Code Section 2.36.020.

SCTP has two groundwater wells to supply potable water and “seal water” to the facility. Seal water cools and lubricates pump seals on twenty-five critical system pumps. Well #1 was installed in the mid-1970s with the original plant construction, and Well #2 was installed in the early 1990s just prior to the Phase 3 Expansion project. Well #2 experienced a failure on March 12, resulting in a significant amount of sand being pumped and distributed through the potable water systems. Staff moved water supply to Well #1, which is known to have a compromised intake screen that allows a smaller amount of sand to enter the supply water.

Without seal water, the seals will fail within hours and begin leaking. Within days, the pumps would be inoperable and damaged. Seal water is especially critical because it would damage both the primary and the redundant pumps. If that occurred, the following systems would go down, effectively shutting down wastewater treatment: RAS/WAS pumping, digestion mixing and recirculation, thickening, and dewatering. Secondary treatment is not possible without RAS/WAS pumping ability.

Staff needs to initiate emergency repairs to both wells. Staff may also initiate a contract to supply temporary potable water to the system. Even the small amount of sand will eventually damage pump seals, water lines, valves, etc. Staff are actively exploring options in this regard.

This situation meets the definition of an emergency which states, in part, that the District is dealing with unforeseen circumstances beyond its direct control, and a situation that presents an immediate threat to the proper performance of an essential function.

In accordance with District Code Section 2.36.020, the Board shall make and enter a written finding of the existence of the emergency within fourteen days of the date of the award of the construction contract.

Commissioner Kiggins moved to ratify and confirm the emergency associated with the Salmon Creek Treatment Plant Groundwater Supply Wells repair, which required the General Manager to declare an emergency and proceed with executing any necessary contracts to complete the repair work to ensure essential treatment functions are maintained.

Commissioner Harker seconded the motion, and it passed unanimously.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 3:33 PM.

Secretary