

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
August 13, 2024**

The first regular meeting of the month of August 2024 was held at the District Board Meeting Room, with the option to attend via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on August 13, 2024. Commissioner Kimsey called the meeting to order at 4:00 PM.

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

District Staff: John Peterson, Heath Henderson, David Logan (virtual), Les MacDonald, Vanessa Johnson (virtual), and Kim Thur.

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

Visitors Present for Special Presentations: Evan Westervelt.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: 20 Years of Service Award: Evan Westervelt, Maintenance Supervisor – Evan Westervelt, Maintenance Supervisor, was recognized for his 20 years of service to the District.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the July 23, 2024 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 08/06/24 in the amount of \$2,000,372.68; Voucher #s 60366-60445 dated 08/06/24 in the amount of \$1,230,111.21; Payroll Benefit Warrant #s 10675-10676 dated 07/31/24 in the amount of \$587.35; Payroll Direct Deposit Authorizations dated 07/25/24 and 08/09/24 in the amount of \$523,787.68; Agenda Bill #24-047, authorizing staff to schedule a public hearing for the Trails at Whipple Creek Latecomer Reimbursement on September 10, 2024 at 5:00 PM or as soon thereafter as possible; and Agenda Bill #24-048, authorizing staff to schedule a public hearing for the NE 50th Avenue Subdivision & Cottages Latecomer Reimbursement on September 10, 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: Commissioner Kiggins reported on his 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:

a) Providing a copy of the Columbia River Economic Development Council's executive summary of the refreshed Clark County Comprehensive Economic Development Plan.

b) Providing notice of a phone call received and a copy of an email exchange from Senator Murray's office advising the District's \$2.2 million request for the Wallace Heights Septic Elimination Program project has moved out of committee.

c) At the June 21 Alliance Board of Directors meeting, staff presented the draft Administrative Lead and Operator Agreement updates to the Alliance Board for consideration. The Alliance Board concurred with the proposed updates, requesting to include them on the September 20 Consent Agenda for approval. The District is also required to approve both of these agreements. Staff will provide both agreements on the August 27 District Board Meeting Consent Agenda for approval. The Board concurred with staff's recommendation.

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

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

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

Ms. Thur provided the draft *Connections* newsletter asking for comments from Board members by August 15.

Collection Infrastructure Director: Collection Infrastructure Director (Engineering Director) Activities Report (Emergency Project; Capital Program; & Development Program) – Heath Henderson briefly reviewed the report.

Mr. Henderson briefly reviewed the counteroffer received from Mr. Overton. The Board rejected the counteroffer. Staff will prepare a letter to Mr. Overton to close out the matter.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting) – David Logan briefly reviewed the report. The Board concurred with switching the District lockbox services to Wells Fargo. Mr. Logan will prepare an agenda bill for an upcoming Consent Agenda for action.

Treatment Operations Manager: No report.

District Legal Counsel: No report.

At 4:26 PM Commissioner Kimsey recessed the meeting.

At 5:00 PM, Commissioner Kimsey reconvened the meeting.

HEARINGS: AB #24-049 – 5:00 PM – Annexation #01-24 (Glenwood Landing) – Commissioner Kimsey opened the public hearing on the new proposed annexation of properties located within the Urban Growth Boundary in the general area south of NE 119th Street, east of NE 91st Avenue, west of NE 97th Avenue, and north of NE 110th Street to the District by the 60 percent petition method under RCW 57.24.060-57.24.100. He then asked District staff to explain the area

proposed for annexation, the history of the petition filing, and the process for the annexation.

Heath Henderson reported that a petition for annexation was requested by a property owner in March of 2024. The petition was issued to the requestor on March 25, 2024. At that time, the District provided notification to all the property owners in the annexation area that a petition was being circulated.

During the signature-gathering process, no comments were received from property owners. The final petition was returned on April 2, 2024. Subsequently, a SEPA/DNS checklist was circulated for this annexation. The comment period closed on June 26, 2024. Staff received no comments on the SEPA.

There is a total of approximately 48 acres involved in the annexation, consisting of 4 parcels. The final petition was signed by the owners of 2 parcels, representing a total area of 38 acres. This accounts for 80% of the total area. Staff has verified the signatures for greater than 60% of the land area.

Commissioner Kimsey then asked if anyone present would like to address the Board on the proposed annexation.

There was no one present virtually or physically for the hearing.

Commissioner Kiggins moved to close the public hearing on Annexation #01-24.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins moved to direct staff to prepare a resolution approving a petition for Annexation #01-24 of real property to the District for consideration at a future Board meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kimsey thanked everyone for attending the hearing.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 5:04 PM.

Secretary