

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
August 27, 2024**

The third regular meeting 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 27, 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, Les MacDonald, Vanessa Johnson (virtual), David Logan (virtual), Melissa Armstrong (virtual), Carrie Schmidt (virtual), Matt Jenkins, and Kim Thur.

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

Visitors Present for Special Presentations: Shane Thur.

ADDITIONS & DELETIONS TO AGENDA: There were none.

SPECIAL PRESENTATIONS: Introduction: Shane Thur, Biosolids Transport Specialist – Shane Thur was introduced to the Board as the new Biosolids Transport Specialist.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the August 13, 2024 regular meeting minutes; August 20, 2024 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 08/14/24, 08/19/24, and 08/20/24 in the amount of \$2,447,078.11; Voucher #s 60446-60483 dated 08/20/24 in the amount of \$659,426.54; Payroll Benefit Warrant #s 10677-10682 dated 08/21/24 in the amount of \$173,731.29; Agenda Bill #24-051, authorizing the Board President and Secretary to sign the Discovery Clean Water Alliance Administrative Lead Agreement and the Discovery Clean Water Alliance Operator Agreement; Agenda Bill #24-052, adopting Resolution #1905, approving annexation of real property (#01-24) to the Clark Regional Wastewater District, subject to final approval by the Clark County Council; Agenda Bill #24-053, authorizing the Finance Director/Treasurer to execute the Wells Fargo Acceptance of Services and Treasury Management Product Enrollment, adding Lockbox Payment and Processing services to the Master Services Agreement with Wells Fargo; and Agenda Bill #24-054, adopting Resolution #1906, amending the Clark Regional Wastewater District Compensation Plan; authorizing the General Manager to make certain changes to the Compensation Plan; and repealing Resolution #1888.

Commissioner Kiggins 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: General Manager Activities Report (Agency Coordination, District and Professional Organization Functions, & Discovery Clean Water Alliance Update) – John Peterson briefly reviewed the report, including:

a) A draft Interlocal Agreement Between Alliance & District Delegating Federal Grant Compliance Responsibilities to Administrative Lead. The Alliance was notified by EPA of a \$3 million federal grant award for the Salmon Creek Treatment Plant. After reviewing the Alliance legal structure with EPA and Alliance legal counsel, the Alliance will serve as the grant recipient and will delegate many of the grant compliance responsibilities to the District as outlined in the Interlocal Agreement. The District is also required to approve this Interlocal Agreement. Staff anticipates providing the agreement on the September 10 Consent Agenda for District Board approval. The Board concurred with staff's recommendation.

Business Services Manager/Board Clerk: Business Services Manager/Board Clerk Activities Report (Annual Employee Handbook Updates) – Kim Thur briefly reviewed the report.

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

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

a) Memo re: NE 159th Street Short Plat Latecomer Reimbursement. The Board concurred with applying the Latecomer assessment using the Area method to the benefiting property. Staff will move forward with notifying the affected property owner and prepare a Latecomer Reimbursement Agreement for the developer's signature. The reimbursement will be presented at future Board meetings, including a public hearing.

b) Draft agenda bill re: Curtin Creek Trunk Construction – Jailens Pointe Phase II Reimbursement Agreement. The Board concurred with the proposed agenda bill and requested staff to include the item on a future Consent Agenda for action.

c) Memo re: Felida Park Senior Housing Project – Connecting Housing to Infrastructure Program (CHIP). The District has been asked to participate in the CHIP through Department of Commerce. Legal has reviewed the program and supports the District's participation. Staff recommends preparing an agenda bill, resolution, and grant agreement for Board consideration at an upcoming meeting. Staff anticipates providing the agreement on the September 10 Consent Agenda for District Board approval. The Board concurred with staff's recommendation.

d) NE 179th Street Closure. A map of the closure area was provided to the Board.

Semi-Annual 2024 Engineering Department Report – Mr. Henderson reviewed the first half 2024 report with the Board.

Semi-Annual 2024 Collection Operations Department Report – Mr. Henderson reviewed the first half 2024 report with the Board.

Finance Director/Treasurer: Semi-Annual 2024 Finance Department Report – Mr. Logan reviewed the first half 2024 report with the Board.

Treatment Operations Manager: Treatment Operations Manager Activities Report (Discovery Clean Water Alliance (Alliance) Operations Program Update; Alliance Engineering Program Update; & Alliance Regulatory Program Update) – Matt Jenkins briefly reviewed the report.

District Legal Counsel: No report.

HEARINGS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 4:50 PM.

Secretary