

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
December 10, 2024**

The first regular meeting of December 2024 was held at the District Board Meeting Room, with the option to attend via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on December 10, 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, Kim Thur, Heath Henderson, Shawn Moore, Britny Carrier, David Logan (virtual), and Vanessa Johnson (virtual). District legal counsel Eric Frimodt (virtual).

Visitors Present for Regular Meeting: City of Ridgefield: Councilor Judy Chipman. Interested Citizens: Dan Clark.

ADDITIONS & DELETIONS TO AGENDA: John Peterson requested an Executive Session with District legal counsel for 40 minutes to discuss potential litigation.

SPECIAL PRESENTATIONS: None.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Harker moved to approve the Consent Agenda, approving the November 26, 2024 regular meeting minutes; ratifying and confirming previous payments issued, including Electronic Payments dated 11/19/24, 11/25/24, and 12/02/24 in the amount of \$1,724,189.86; Voucher #s 60712-60743 dated 11/20/24, 11/25/24, and 12/02/24 in the amount of \$618,686.40; Payroll Benefits Warrants #s 10702-10711 dated 11/22/24 and 12/04/24 in the amount of \$176,970.80; Payroll Direct Deposit Authorizations dated 11/25/24 and 12/10/24 in the amount of \$571, 822.56; Agenda Bill #24-072, authorizing the General Manager to sign the Clark County Reimbursable Agreement for the NE 179th Street/NE 29th Avenue Intersection County Road Project in an amount not to exceed \$1,312,427, which includes a 25% contingency, and further authorizing the General Manager, or written designee, to approve subsequent pay requests; Agenda Bill #24-073, authorizing the General Manager to sign the Professional Engineering Services Contract Amendment with Ecological Land Services, Inc. in an amount not to exceed \$240,000 for On-Call Professional Engineering services, and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the revised contracted amounts and to approve payments for the services not to exceed one hundred and ten percent (110%) of the amount specified in the Agreement; Agenda Bill #24-074, adopting Resolution #1911, adopting the Clark Regional Wastewater District Conflict of Interest Policy POL-062; and authorizing the General Manager to make certain changes to the policy; Agenda Bill #24-075, adopting Resolution #1912,

amending the Clark Regional Wastewater District Compensation Plan; authorizing the General Manager to make certain changes to the Compensation Plan; and repealing Resolution #1906; Agenda Bill #24-076, authorizing the General Manager to waive competitive bidding requirements pursuant to RCW 39.04.280(1)(b) and signing the Agreement between Clark Regional Wastewater District and Natural Selection Farms, Inc. for biosolids land application; and Agenda Bill #24-077, ratifying and confirming the total purchase price of \$435,179.95 for the 2024 T880 Day Cab Heavy Duty Kenworth Tractor and Trailer.

Commissioner Kiggins seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: None.

REPORTS: Board Members: Each Board member reported on their recent activities.

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

Business Services Manager/Board Clerk: Business Services Manager/Board Clerk Activities Report (Clark County Climate Action Planning Update) – Shawn Moore briefly reviewed the report.

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

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

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

a) Draft Small Works Policy. Mr. Henderson briefly reviewed the proposed policy to facilitate the efficient and effective procurement and administration of small public works in compliance with recent changes to state law and District Code. The Board concurred with the proposed policy and requested staff to include the item on a future Consent Agenda for approval.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team) – David Logan briefly reviewed the report.

Treatment Operations Manager: Not present.

District Legal Counsel: Not present.

HEARINGS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: At 4:22 PM, Commissioner Kimsey recessed the meeting into an Executive Session for approximately 40 minutes with District legal counsel and District staff for the purpose of considering pending or potential litigation, under RCW 42.30.110 section 1(i). No action

will be taken.

At 5:02 PM, Commissioner Kimsey reconvened the meeting.

HEARINGS: 5:00 PM – AB #24-078 – Proposed 2025 District Budget – Commissioner Kimsey opened the hearing on the proposed 2025 budget for the Clark Regional Wastewater District.

Commissioner Kimsey asked if anyone present wished to provide testimony on the proposed 2025 budget.

No one physically present or attending remotely provided testimony.

Commissioner Harker moved to close the public hearing.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Kimsey announced the public hearing was closed.

Commissioner Kimsey explained the Board anticipates adopting the 2025 budget at the special December 23 Board meeting.

Commissioner Kimsey thanked everyone for attending the hearing.

With no further business to discuss, Commissioner Kimsey adjourned the meeting at 5:07 PM.

Secretary