

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
March 25, 2025**

The third regular meeting of the month of March 2025 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on March 25, 2025. Commissioner Harker 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, Les MacDonald, Melissa Moe, David Logan (virtual), Britny Carrier, Matt Jenkins, and Kim Thur.

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

Visitors Present for Special Presentations: Thad MacDonald and AJ Domingos.

Visitors Present for Hearings: Not applicable.

ADDITIONS & DELETIONS TO AGENDA: None.

SPECIAL PRESENTATIONS: Introduction: Thad MacDonald, Maintenance Specialist In Training – Thad MacDonald was introduced as a new Maintenance Specialist in Training.

Introduction: AJ Domingos, Maintenance Specialist In Training – AJ Domingos was introduced as a new Maintenance Specialist in Training.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving the March 11, 2025 regular meeting minutes and March 18, 2025 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 02/28/25, 03/10/25, and 03/17/25 in the amount of \$2,353,254.10; Voucher #s 60992-61035 dated 03/10/25 and 03/17/25 in the amount of \$431,702.08; payroll benefits warrants #10737-10742 dated 02/25/25 and 03/13/25 in the amount of \$185,755.65 and Payroll Direct Deposit Authorizations dated 03/25/25 in the amount of \$285,423.31; approving Agenda Bill #25-016, adopting Resolution #1918, establishing a Latecomer charge for sewer lines constructed in conjunction with the Highlands at Whipple Creek developer extension (Project #11-2023-0034) and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Highlands at Whipple Creek project; and Agenda Bill #25-017, adopting Resolution #1919, adopting the District Language Access Policy and authorizing the General Manager to make certain changes to the Language Access Policy.

Commissioner Kimsey seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience: No one wished to speak.

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.

Business Services Manager/Board Clerk: Business Services Manager/Board Clerk Activities Report (Public Outreach & Engagement) – Kim Thur briefly reviewed the report, including providing an overview of the 2024 District website usage.

Board Calendar of Events (April 2025) – Ms. Thur reviewed the calendar.

Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program & Development Program) – Heath Henderson briefly reviewed the report, including: a) Draft agenda bill related to Taverner Ridge Pump Station – Waiver of Competitive Bidding for Sewage Pumps. The Board concurred with the draft agenda bill and requested to include on a future Consent Agenda for approval. b) Draft agenda bill related to Mackins Site Plan District Lateral Reimbursement. The Board concurred with the draft agenda bill and requested to include on a future Consent Agenda for approval.

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

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

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team) – David Logan briefly reviewed the report, including: a) Memo outlining the 2024 claims-related activities. B) Draft agenda bill related to Resolution Adopting the District Purchasing Policy. The Board concurred with the draft agenda bill and requested to include on a future Consent Agenda for approval.

Semi-Annual 2024 Finance Department Report – Mr. Logan reviewed the year-end 2024 report with the Board.

Treatment Operations Manager: Treatment Operations Manager Activities Report (Alliance Operations Program Update; Alliance Engineering Program Update; and Alliance Regulatory Program Update) – David Logan briefly reviewed the report.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

HEARINGS: None.

With no further business to discuss, Commissioner Harker adjourned the meeting at 4:47 PM.

Secretary

Approved 04/08/25