

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
April 8, 2025**

The first regular meeting of the month of April 2025 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52nd Court, Vancouver, Washington on April 8, 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: Heath Henderson, Vanessa Johnson (virtual), Britny Carrier, Bob Sanguinetti, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, Leah Lothspeich, Phil Roppo, and Maria Swinger-Inskeep (virtual).

Visitors Present for Special Presentations: None.

Visitors Present for Hearings: Not applicable.

ADDITIONS & DELETIONS TO AGENDA: Kim Thur noted that the introduction of the limited term Account Specialist is being tabled until a future Board meeting.

SPECIAL PRESENTATIONS: Tabled for future Board meeting.

WORK SESSION: None.

CONSENT AGENDA: Commissioner Kiggins moved to approve the Consent Agenda, approving the March 25, 2025 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 03/25/25 and 03/26/25 in the amount of \$295,782.12; Voucher #s 61036-61054 dated 03/26/25 in the amount of \$66,355.46; payroll benefits warrants #10743-10744 dated 03/25/25 in the amount of \$474.85; approving Agenda Bill #25-018, adopting Resolution #1920, approving the final cost and pro rata share of District installed laterals for Mackins Site Plan (Project #17-2023-0065); Agenda Bill #25-019, adopting Resolution #1921, waiving competitive bidding requirements for Taverner Ridge Pump Station sewage pumps and authorizing the General Manager to sign purchase orders with Whitney Equipment Company Inc. not to exceed \$84,045.38 for Taverner Ridge replacement pumps and further authorize the General Manager, or written designee, to sign supplemental purchase orders not to exceed ten (10) percent of the original purchase order amount; and Agenda Bill #25-020, adopting Resolution #1922, adopting the District Purchasing Policy; authorizing the General Manager to make certain changes to the Purchasing Policy; and repealing Resolution #1851.

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) – Kim Thur briefly reviewed Mr. Peterson’s report in his absence, noting that he was in Washington DC for the National Association of Clean Water Agencies’ Federal Fly-In event.

Business Services Manager/Board Clerk: Business Services Manager/Board Clerk Activities Report (Employee Recognition) – Kim Thur briefly reviewed the report, including providing a recap of the 2024 Reward and Recognition program.

Board Confirmation of Events (March 2025) – The Board signed the confirmation sheet.

Board Calendar of Events (April 2025) – Ms. Thur briefly 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 Hidden Glen District Lateral Reimbursement. The Board concurred with the draft agenda bill and requested to include on a future Consent Agenda for approval.

Finance Director/Treasurer: No report.

Treatment Operations Manager: No report.

District Legal Counsel: Eric Frimodt provided a brief legislative update.

UNFINISHED BUSINESS: None.

NEW BUSINESS: AB #25-021 – Salmon Creek Treatment Plant Lighting Replacement Project – Construction Contract Award – Bob Sanguinetti briefly reviewed the agenda bill. District staff developed the Contract Provisions and advertised the project for bids. The Engineer’s estimate for this project was approximately \$705,250 (including sales tax). The District received and opened three bids on March 20, 2025. The lowest responsible bidder is Hamer Electric with a bid amount of \$460,766.95 (including sales tax), which is 35% under the Engineer’s estimate.

Because this project involves significant electrical modifications to an existing treatment plant, District staff recommends a 20% contingency as part of the contract award.

Commissioner Kimsey moved to award the construction contract as advertised for the Salmon Creek Treatment Plant Lighting Replacement project to Hamer Electric, authorize the General Manager to sign a contract with Hamer Electric for the bid amount of \$460,766.95 (including sales tax), and further authorize the General Manager, or written designee, to sign supplemental amendments not to exceed twenty (20) percent of the original contracted amount.

Commissioner Kiggins seconded the motion, and it passed unanimously.

HEARINGS: None.

With no further business to discuss, Commissioner Harker adjourned the meeting at 4:15 PM.

Secretary

Approved 04/22/25