

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
September 9, 2025**

The first regular meeting of the month of September 2025 was held at the District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on September 9, 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, Vanessa Johnson (virtual), David Logan (virtual), Maria Swinger-Inskeep, and Kim Thur. District legal counsel Eric Frimodt (virtual).

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

Visitors Present for Special Presentations: Heather Rowley.

Visitors Present for Hearings: Not applicable.

**ADDITIONS & DELETIONS TO AGENDA:** None.

**SPECIAL PRESENTATIONS: Introduction: Heather Rowley, Administrative Assistant 3 –** Heather Rowley was introduced to the Board as the new Administrative Assistant 3 in the Engineering Department.

**5 Years of Service Award: Les MacDonald, Planning & Development Program Manager** – Les MacDonald was recognized for his 5 years of service with the District.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kiggins moved to approve the Consent Agenda, approving the August 26, 2025 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 08/21/25, 08/26/25, and 09/02/25 in the amount of \$1,225,372.45; Voucher #s 61421-61459 dated 08/21/25, 08/26/25, and 09/02/25 in the amount of \$568,843.67; payroll benefits warrant #10786 dated 08/25/25 in the amount of \$137.35; payroll direct deposit authorization dated 09/10/25 in the amount of \$301,571.46; Agenda Bill #25-038, adopting Resolution #1936, approving the final cost and pro rata share of District installed laterals for Lanlu Short Plat and authorizing staff to reimburse the developer, LANLU Development LLC, \$21,813.57 for installation of the laterals; and Agenda Bill #25-039, adopting Resolution #1937, updating the designated Public Records Officer for the Clark Regional Wastewater District; and amending Section 2.24.020(B) of the Clark Regional Wastewater District Code.

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.

Commissioner Kimsey commended Jeff Deacon and Jason Oster for providing excellent customer service to a property owner in his neighborhood recently.

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

**Board Clerk: Board Confirmation of Events (August 2025)** – The Board signed the confirmation sheet.

**Board Calendar of Events (September 2025)** – Kim Thur briefly reviewed the calendar.

**Business Services Director: Business Services Director Activities Report (Emergency Management and Health & Safety Program)** – Maria Swinger-Inskeep briefly reviewed the report.

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program, Development Program, & Operations Department)** – Heath Henderson briefly reviewed the report, including a draft agenda bill related to Discovery Corridor Wastewater Transmission System Phase 2B Legacy Force Main Upgrade Project – Sewer and Temporary Construction Easements. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for action.

**Finance Director/Treasurer:** No report.

**Treatment Operations Manager:** Not present.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS:** None.

With no further business to discuss, Commissioner Harker adjourned the meeting at 4:16 PM.

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Secretary