

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
October 14, 2025**

The first regular meeting of the month of October 2025 was held at the District Operations Building Conference Room, with the option to attend remotely via GoToMeeting, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on October 14, 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, Britny Carrier, Elise Robbins, Maria Swinger-Inskeep, Bob Sanguinetti, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Regular Meeting: Interested Citizens: Leone Kiggins, Dan Clark, Brad Lothspeich, and Leah Lothspeich.

Visitors Present for Special Presentations: Not applicable.

Visitors Present for Hearings: Not applicable.

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

**SPECIAL PRESENTATIONS:** None.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Kiggins moved to approve the Consent Agenda, approving the September 23, 2025 regular meeting minutes and September 24, 2025 continued meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 09/23/25, 09/29/25, and 10/06/25 in the amount of \$3,525,583.55; Voucher #s 61495-61544 dated 09/23/25, 09/29/25, and 10/06/25 in the amount of \$2,758,252.98; Payroll benefits warrant #s 10792-10800 dated 09/23/25 and 10/07/25 in the amount of \$209,692.80; Payroll direct deposit authorizations dated 09/25/25 and 10/10/25 in the amount of \$618,375.34; Agenda Bill #25-043, authorizing staff to schedule a public hearing for the 58<sup>th</sup> Avenue (NE) Subdivision Latecomer Reimbursement on November 10, 2025, at 5:00 PM or as soon thereafter as possible; Agenda Bill #25-044, authorizing staff to schedule a public hearing for the Lanlu Short Plat Latecomer Reimbursement on November 10, 2025, at 5:00 PM or as soon thereafter as possible; Agenda Bill #25-045, adopting Resolution #1939, amending and re-adopting the Clark Regional Wastewater District Investment Policy; and Agenda Bill #25-046, authorizing the General Manager to sign the Software as a Service Agreement with Tyler Technologies in an amount not to exceed \$1,518,298.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10)

percent of the total Agreement amount .

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, including providing a copy of correspondence received from Clark Halvorson, Executive Director of Washington Association of Sewer and Water Districts, expressing appreciation for Mr. Peterson’s presentation at their fall conference and a copy of a blog about the success of the regional partnership written by Chantal Unfug with the National Special Districts Association.

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

**Board Calendar of Events (October 2025)** – Ms. Thur briefly reviewed the calendar.

**Business Services Director:** Maria Swinger-Inskeep provided the Board with a copy of the draft November/December *Connections* newsletter for review, asking for comments by October 15.

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program and Development Program)** – Heath Henderson reviewed the report, including a memo relating Request for Proposals 2025-02: Task Assignment Consulting Services – Contract Recommendations. Staff recommend entering 14 Task Assignment contracts totaling \$5.05 million to provide resourcing capacity and flexibility in support of delivering the next six years of the Capital Program and associated District efforts. The initial contract terms will be two years, with two possible two-year extensions. The Board agreed with the proposed recommendations. Staff will prepare an agenda bill for a future Board meeting requesting the approval of the contracts.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team)** – No report.

**Treatment Operations Manager:** Not present.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS:** None.

At 4:07 PM, Commissioner Harker recessed the meeting until 4:45 PM for Commissioner Kimsey’s retirement celebration.

At 4:45 PM, Commissioner Harker reconvened the meeting.

Those in Attendance: District Staff: John Peterson, Heath Henderson, David Logan, Shawn Moore, Maria Swinger-Inskeep, Bob Sanguinetti, Matt Jenkins, Maria Webster, Leanne Mattos, Marcella Laasch, Michaela Loveridge, Narissa Strong, and Kim Thur. District legal counsel Eric Frimodt.

Visitors Present for Event: Leone Kiggins, Dan Clark, Brad and Leah Lothspeich, Les and Jan Wolf, Judy Chipman (City of Ridgefield Mayor Pro Tem), James and Vickie Hart, Chuck and Carol Ludwig, Jim West, Phil Roppo, Curt Kimsey, Don Stose, Joe Melroy (Port of Ridgefield Commissioner), Greg and Gayle Kimsey (Clark County Auditor), Tony, Anne, and Klara Kimsey-Jungen, Dawn Bell, Patty Emerson, Otto Gaither, Heidi Rosenberg, Laura Peterson, Terry Ogle and Anne McEnermy-Ogle (City of Vancouver Mayor), Catrina Galicz, J.D. and D'Alene White, Clyde Burkle (City of Ridgefield Councilor), Doug and Debbie Kimsey, Jan and Kevin Keenan, Ila Westergard, Alissa Westergard-Thorpe, Rod Kaseguma, Bob Fulton, Lee Wells (City of Ridgefield Councilor), Nancy Barnes (Clark Public Utilities Commissioner), Vikki Rowe, Melissa Olson, Jim and Linda Bleau, Sue Marshall (Clark County Council Chair), Troy McCoy (City of Battle Ground Mayor), Matt Cole (City of Ridgefield Mayor), Alissa Watkins, Ron Onslow and Sandy Schill, Jeff and Phoebe Gaither, Greg Kaufman and Irene Finlay, Kris Swanson (Battle Ground City Manager), Jennifer Lindsey, Betty Sue Morris, Randy Ficco, Sharon Pesut, Leah Halstead, Sharif Burdzik, Paul Montague, Shelly Palmer, Jennifer Ficco, Glen and Kim Yung (Clark County Councilor), and Sarah Kohout (Congresswoman Marie Gluesenkamp Perez's office).

The purpose of the event was to recognize and celebrate Commissioner Neil Kimsey for his 30 years of service as a Clark Regional Wastewater District Commissioner. Commissioner Kimsey will be retiring December 31, 2025.

Following the event, Commissioner Harker adjourned the meeting at 5:45 PM.

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Secretary