

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

The second regular meeting of the month of November 2025 was held at District Board Meeting Room, with the option to attend remotely via GoToMeeting, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on November 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 (virtual), Vanessa Johnson, (virtual), Heather Rowley (virtual), David Logan (virtual), Maria Swinger-Inskeep, Matt Jenkins, and Kim Thur.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark, Phil Roppo, and Leah Lothspeich. *The Columbian* Photographer: Taylor Balkom.

Visitors Present for Special Presentations: None.

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 November 10, 2025 special meeting minutes and November 18, 2025 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 10/10/25 in the amount of \$1,483,935.25; Voucher #s 61617-61637 dated 11/10/25 in the amount of \$795,426.80; Payroll Benefits Warrants #10802-10806 dated 11/12/25 in the amount of \$177,941.43; Payroll Authorizations dated 11/10/25 in the amount of \$441,465.22; Agenda Bill #25-053, adopting Resolution #1940, establishing a Latecomer charge for the sewer lines constructed in conjunction with the Lanlu Short Plat (Project #11-2024-0059) developer extension and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the Lanlu Short Plat project; Agenda Bill #25-054, adopting Resolution #1941, establishing a Latecomer charge for sewer lines constructed in conjunction with the 58<sup>th</sup> Avenue (NE) Subdivision developer extension (Project #11-2023-0029) and authorizing the General Manager to sign the Latecomer Reimbursement Agreement with the developer of the 58<sup>th</sup> Avenue (NE) Subdivision project; and Agenda Bill #25-055, authorizing the General Manager to sign the Professional Engineering, Land Surveying, Architecture, and Landscape Architecture Services Contract Amendment 4 with Consor Engineers North America, Inc. in an amount not to exceed \$357,940 for final design and construction

support services for the Discovery Corridor Wastewater Transmission System Phase 2B project and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the total contracted 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 his report.

**Board Clerk: Board Clerk Activities Report (Legal Services Agreement and 2026 Board Officers and Delegations)** – Kim Thur reviewed her report, including a draft agenda bill related to Inslee, Best, Doezie & Ryder P.S. Agreement for Legal Services. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

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

**Business Services Director:** No report.

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program, Development Program, and Operations Department)** – Heath Henderson reviewed his report, including:

a) Memo related to Annexation #01-25 Three Creeks East, noting the proposed annexation encompasses approximately 10 acres generally bounded by NE 189<sup>th</sup> Street to the north, NE 183<sup>rd</sup> Street to the south, NE 25<sup>th</sup> Avenue to the east, and NE 19<sup>th</sup> Avenue to the west. The signed petition has been signed by 100% of the area proposed for annexation. Staff will be requesting the Board to schedule a hearing at a future Board meeting.

b) Draft agenda bill related to Cintas Uniform Services Contract. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

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

**Treatment Operations Manager: Treatment Operations Manager Activities Report (Discovery Clean Water Alliance Operations Program Update)** – Matt Jenkins briefly reviewed his report.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS:** None.

Commissioner Harker adjourned the meeting at 4:14 PM.

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Secretary

Approved 12/09/25