

**CLARK REGIONAL WASTEWATER DISTRICT**  
**BOARD OF COMMISSIONERS**  
**MINUTES**  
**REGULAR MEETING**  
**January 13, 2026**

The first regular meeting of the month of January 2026 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 January 13, 2026. Commissioner Harker called the meeting to order at 4:00 PM.

Those in attendance were Commissioners Denny Kiggins, Norm Harker, and Dan Clark.

District Staff: John Peterson, Heath Henderson, Les MacDonald, Heather Rowley (virtual), David Logan (virtual), Maria Swinger-Inskeep, Bob Sanguinetti, and Narissa Davis, and Kim Thur. District legal counsel Eric Frimodt (virtual).

Visitors Present for Regular Meeting: Interested Citizens: Neil Kimsey, Leah Lothspeich, Phil Roppo, Michael (virtual), and J Close (virtual). City of Ridgefield: Councilor Judy Chipman.

Visitors Present for Special Presentations: Britny Carrier, Elise Robbins, and Dan Flora.

Visitors Present for Annexation #01-25 Hearing: Michael (virtual) and Leah Lothspeich.

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

Commissioner Harker welcomed Commissioner Clark to the Board.

**SPECIAL PRESENTATIONS: 10 Years of Service Award: Britny Carrier, Finance Manager**

– David Logan and the Board recognized Britny Carrier for her 10 years of service to the District.

**Introduction:** Dan Flora, Account Specialist – Elise Robbins introduced Dan Flora, the new Account Specialist, to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Clark moved to approve the Consent Agenda, approving the November 25, 2025 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 12/22/25 and 12/30/25 in the amount of \$919,473.60; Voucher #s 61721-61774 dated 12/22/25, 12/30/25, and 12/31/25 in the amount of \$223,554.01; Payroll Benefits Warrant #10813 dated 12/30/25 in the amount of \$137.35; Payroll Authorizations dated 12/24/25 and 01/09/26 in the amount of \$1,024,349.10; and Agenda Bill #26-001, appointing Commissioner Norm Harker as President, Commissioner Denny Kiggins as Vice President, and Commissioner Dan Clark as Secretary of the Board in 2026.

Commissioner Kiggins seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience:** J. Close (virtual attendee—no full name or address provided) commended the District Board for implementing consistent, incremental sewer rate increases.

**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 (2026 Board Meeting Conflicts and 2026 Board Member Delegations)** – Kim Thur presented her report, including:

**2026 Board Meeting Conflicts** – Ms. Thur reviewed the memo, which noted there were two Board meetings in 2026 that could create a lack of a quorum for a Board meeting. The Board then decided to act on the two conflicts.

Commissioner Kiggins moved to cancel the regular March 24, 2026 Board meeting.

Commissioner Clark seconded the motion, and it passed unanimously.

Commissioner Kiggins moved to cancel the regular April 21, 2026 Board meeting.

Commissioner Clark seconded the motion, and it passed unanimously.

**2026 Board Member Delegations** – Ms. Thur reviewed the memo. The Board requested the following updates to the 2026 Board Delegations: For City of Vancouver Oversight Committee, Commissioner Kiggins will be the delegate, for City of Ridgefield Oversight Committee, Commissioner Clark will be the delegate, for Leadership Clark County Government Overview Session, Commissioner Kiggins will be the delegate, for City of Vancouver events, Commissioner Kiggins will be the delegate and Commissioner Harker the alternate, and for Columbia River Economic Development Council, Commissioner Clark will be the delegate and Commissioner Kiggins the alternate. Ms. Thur will provide the Board with the updated form at a future meeting for final confirmation.

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

**Board Calendar of Events (January 2026)** – Kim Thur briefly reviewed the calendar.

**Business Services Director:** No report.

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

a) Draft agenda bill related to Authorization to Sign Public Works Board Construction Funding Agreement for Ridgefield Sewer Redirection Project Phase 1. 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:** Not present.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

At 4:37 PM, Commissioner Harker recessed the meeting until 5:00 PM.

Commissioner Harker reconvened the meeting at 5:00 PM.

**HEARINGS: 5:00 PM: AB #26-002 – Annexation #01-25 (Three Creeks East) –**

Commissioner Harker opened the public hearing on the new proposed annexation of properties located within the Urban Growth Boundary in the general area south of NE 189<sup>th</sup> Street, west of NE 25<sup>th</sup> Avenue, east of NE 19<sup>th</sup> Avenue, and north of NE 183<sup>rd</sup> Street to the District by the 60 percent petition method under RCW 57.24.060-57.24.100. He then asked District staff to explain the area proposed for annexation, the history of the petition filing, and the process for the annexation.

Heath Henderson reported that a petition for annexation was requested by a property owner in February of 2025. The petition was issued to the requestor on June 17, 2025. At that time, the District provided notification to all the property owners in the annexation area that a petition was being circulated.

During the signature-gathering process, staff responded to inquiries from property owners. The final petition was returned on July 9, 2025. Subsequently, a SEPA/DNS checklist was circulated for this annexation. The comment period closed on November 14, 2025. Staff received no comments on the SEPA.

There is a total of approximately 10 acres involved in the annexation, consisting of 2 parcels. The owners of both parcels signed the final petition, representing 100 percent of the annexation area. Staff verified the signatures for greater than 60 percent of the land area.

Commissioner Harker then asked if anyone present would like to address the Board on the proposed annexation.

No one present virtually or physically provided testimony at the hearing.

Commissioner Clark moved to close the public hearing on Annexation #01-25.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Clark moved to direct staff to prepare a resolution approving a petition for Annexation #01-25 of real property to the District for consideration at a future Board meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Harker thanked everyone for attending the hearing.

Commissioner Harker adjourned the meeting at 5:04 PM.

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Secretary