

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
February 10, 2026**

The first regular meeting of the month of February 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 February 10, 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, Vanessa Johnson (virtual), David Logan (virtual), Bob Sanguinetti, and Kim Thur. District legal counsel Eric Frimodt (virtual).

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

Visitors Present for Special Presentations: Britny Carrier, Andrew Haynes, Elise Robbins, and Natalie Stewart.

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

**SPECIAL PRESENTATIONS: 5 Years of Service Award: Andrew Haynes, Accountant 1** – Britny Carrier and the Board recognized Andrew Haynes for his 5 years of service to the District.

**Introduction: Natalie Stewart, Account Specialist** – Elise Robbins introduced Natalie Stewart, the new Account Specialist, to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Clark moved to approve the Consent Agenda, approving the January 27, 2026 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 01/26/26 and 02/03/26 in the amount of \$246,948.40; Voucher #s 61822-61854 dated 01/26/26 and 02/03/26 in the amount of \$128,814.05; Payroll Benefits Warrant # 10820 dated 01/26/26 in the amount of \$137.35; Agenda Bill #26-006, authorizing the General Manager to sign the professional services contract with JLA Public Involvement, Inc., in the amount of \$39,980.39 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten percent (10% of the original contracted amount; Agenda Bill #26-007, authorizing the General Manager to sign the Sewer Extension Participation Agreement with the developer of the Ridgefield Farms subdivision for the costs of designing and constructing approximately 590 feet of 12” diameter force mains in an amount not to exceed \$344,000.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount; Agenda Bill #26-008, authorizing staff to declare the Clark Regional Wastewater District Surplus Equipment List dated January 27, 2026 as surplus and further

authorizing the sale of the item at a public auction pursuant to RCW 58.08.015; and Agenda Bill #26-009, authorizing staff to schedule a public hearing for the Ramble Creek Phase 1C and 7A Latecomer Reimbursement on March 10, 2026 at 5:00 PM or as soon thereafter as possible.

Commissioner Kiggins 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, including providing a copy of the Opinion Editorial submitted to *The Columbian* on behalf of the Board urging the legislature to continue funding the Public Works Assistance Account.

**Board Clerk: Board Clerk Activities Report (2026 Annual Business Meeting)** – Kim Thur briefly reviewed the report, including requesting the Board consider closing all District offices on March 11, 2026 at 2:00 PM for the remainder of the workday to allow staff to attend the Annual Business Meeting. District staff will post the notices of the early closure for one full week prior to the event at all District facilities and will ensure the website is updated.

Commissioner Kiggins moved to close all District offices on March 11, 2026 at 2:00 PM for the remainder of the workday to allow staff to attend the Annual Business Meeting. Commissioner Clark seconded the motion, and it passed unanimously.

**Board Confirmation of Events (January 2026)** – The Board signed the confirmation sheet.

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

**Business Services Director:** Not present.

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

a) Draft agenda bill related to NW/NE 99<sup>th</sup> Street Water Transmission Main – Phase 2 Project Reimbursement Agreement with Clark Public Utilities. The Board concurred with the proposed agenda bill and requested to include on a future Consent Agenda for approval.

b) Copy of Reimbursable Agreement with Clark County to reimburse the District for pavement overlay-related costs for the Wallace Heights Septic Elimination project.

c) Updated monthly reports reflecting projected spending for 2026 for the following projects: Discovery Corridor Wastewater Transmission System Phase 2, Gee Creek Facilities Upgrade, Glenwood Pump Station Air Release Valve Replacement, Neil Kimsey Regional Force Main Upgrade, Oro-Vega Pump Station Replacement, and Wallace Heights Septic Elimination Project.

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Accounting Team and Customer Accounts Team)** – David Logan reviewed his report, including:

- a) Draft agenda bill related to Resolution Amending District Code Sections 3.28.040 & 3.28.080 and Adopting District Credit Card Policy.
- b) Draft agenda bill related to Resolution Adopting District Reimbursable Travel & Training Expense Policy.
- c) Draft agenda bill related to Resolution Adopting District Business Meals and Expenses Policy.

The Board concurred with all three agenda bills and requested to include on a future Consent Agenda for approval.

The Board concurred with allowing credit card payments for commercial accounts after the Tyler ERP implementation and further requiring commercial accounts to pay the credit card transaction fees.

**Treatment Operations Manager:** Not present.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS: AB #26-010 – Permanent Generators Pump Station Improvements Project – Construction Agreement Award** – Heath Henderson reviewed the agenda bill noting the Permanent Generators Pump Station Improvements Project was advertised on December 30 and bids opened on February 3. Fifteen (15) bids were received ranging from \$250,597.03 to \$451,387.13. Vertex Contracting, LLC submitted the lowest responsive bid of \$250,597.03, which is 43.80% lower than the project estimate of \$445,935.00.

District legal counsel has reviewed the agreement. Staff has reviewed the bids and recommend awarding the agreement.

Commissioner Kiggins moved to award the construction agreement as advertised for the Permanent Generators Pump Station Improvements Project to Vertex Contracting, LLC, authorize the General Manager to sign an agreement with Vertex Contracting, LLC for the bid amount of \$250,597.03 (including sales tax), and further authorize the General Manager or written designee to sign supplemental amendments not to exceed fifteen (15) percent of the original agreement amount.

Commissioner Clark seconded the motion, and it passed unanimously.

**AB #26-011 – Oro-Vega & Plantation Pump Station Replacement Projects – Construction Agreement Award** – Heath Henderson reviewed the agenda bill noting project was advertised on December 16, 2025, and bids were opened on January 27, 2026. Seven (7) bids were received ranging from \$1,350,825.00 to \$1,928,577.74. Tapani, Inc. submitted the lowest

responsive bid of \$1,350,825.00, which is 7.75% lower than the project estimate of \$1,464,343.13. District legal counsel has reviewed the agreement. Staff has reviewed the bids and recommend awarding the agreement.

Commissioner Kiggins moved to award the construction agreement as advertised for the Oro-Vega & Plantation Pump Station Replacement projects to Tapani, Inc., authorize the General Manager to sign an agreement with Tapani, Inc. for the bid amount of \$1,350,825.00 (including sales tax), and further authorize the General Manager or written designee to sign supplemental amendments not to exceed fifteen (15) percent of the original agreement amount.

Commissioner Clark seconded the motion, and it passed unanimously.

**HEARINGS:** None.

Commissioner Harker adjourned the meeting at 4:42 PM.

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Secretary