

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
February 24, 2026**

The third 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 24, 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, Vanessa Johnson, Maria Swinger-Inskeep, Matt Jenkins, Britny Carrier, Bob Sanguinetti, Bill Owen, and Kim Thur.

Visitors Present for Regular Meeting: Interested Citizens: Neil Kimsey, Greg Kimsey, Leah Lothspeich (virtual), and Michael (virtual).

Visitors Present for Special Presentations: Melissa Moe and Mason Wann.

**ADDITIONS & DELETIONS TO AGENDA:** John Peterson advised the Board that Nolan Connolly and Vanessa Johnson's special presentations will be rescheduled to a future Board meeting.

**SPECIAL PRESENTATIONS: Introduction: Mason Wann, Maintenance Specialist In Training** – Melissa Moe introduced Mason Wann, the new Maintenance Specialist In Training, to the Board.

**WORK SESSION:** None.

**CONSENT AGENDA:** Commissioner Clark moved to approve the Consent Agenda, approving the February 10, 2026 regular meeting minutes; February 17, 2026 regular meeting minutes; ratifying and confirming previous payments issued including electronic payments dated 02/10/26 in the amount of \$1,718,544.44; Voucher #s 61855-61874 dated 02/06/26 and 02/10/26 in the amount of \$257,771.91; Payroll Benefits Warrant #s 10821-10825 dated 02/17/26 in the amount of \$184,734.43; Payroll Authorizations dated 02/10/26 in the amount of \$450,355.46 Agenda Bill #26-012, authorizing the General Manager to sign the Reimbursement Agreement with Clark Public Utilities for the NW/NE 99<sup>th</sup> Street Water Transmission Main – Phase 2 Project in an amount not to exceed \$140,000.00, which includes a 30% contingency, and further authorizing the General Manager, or written designee, to approve subsequent pay requests; Agenda Bill #26-013, adopting Resolution No. 1948, relating to credit cards for the Clark Regional Wastewater District; amending Sections 3.28.040, 3.28.050, and 3.28.080 of the Clark Regional Wastewater District Code; adopting the Credit Card Policy POL-066; and authorizing the Finance Director/Treasurer to make certain changes to the Credit Card Policy; Agenda Bill #26-014, adopting Resolution No. 1949, adopting the Reimbursable Travel and Training Expense Policy POL-067; and authorizing the Finance Director/Treasurer to make certain changes

to the Reimbursable Travel and Training Expense policy; and Agenda Bill #26-015, adopting Resolution No. 1950, adopting the Business Meals and Expenses Policy POL-068; authorizing the Finance Director/Treasurer to make certain changes to the Business Meals and Expenses Policy; and repealing Resolution No. 1876.

Commissioner Kiggins seconded the motion, and it passed unanimously.

**COMMUNICATIONS: Items from the Audience:** No one wished to speak.

**REPORTS: Board Members:** No reports.

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

**Business Services Director: Business Services Director Activities Report (Public Outreach & Engagement; Employee Recognition; & Emergency Management)** – Maria Swinger-Inskeep reviewed her report, including:

- a) Memo related to 2025 District Website Summary.
- b) Memo related to 2025 Reward and Recognition Program Annual Recap memo.
- c) Proposed edits District Code Chapter 2.36, Declaration of Emergency. The Board

concurred with adding authority to the Principal Engineer to declare emergencies. Staff will prepare an agenda bill and resolution for a future Consent Agenda.

**Collection Infrastructure Director (Engineering Director): Collection Infrastructure Director (Engineering Director) Activities Report (Capital Program)** – Vanessa Johnson briefly reviewed Heath Henderson's report in his absence.

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

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

Mr. Jenkins advised the Board that staff would be preparing an agenda bill for a future Consent Agenda requesting authorization to purchase a planned treatment fleet vehicle.

**District Legal Counsel:** No report.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**HEARINGS:** None.

Commissioner Harker adjourned the meeting at 4:12 PM.