

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
July 12, 2016**

The first regular meeting of the month of July was held at the District Board meeting room, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on July 12, 2016. Commissioner Harker called the meeting to order at 4:00 PM.

Those in attendance were: Commissioners Norm Harker, Denny Kiggins and Neil Kimsey.

District Staff: John Peterson, Shawn Moore, Ken Andrews, Tom Burns, Dale Lough, Steve Bacon and Kim Thur. District legal counsel Rod Kaseguma.

Visitors Present for Regular Meeting: Interested Citizens: Dan Clark.

**ADDITIONS & DELETIONS TO AGENDA:** There were none.

**CONSENT AGENDA:** Commissioner Kiggins moved to approve the Consent Agenda as presented, approving June 28, 2016 regular meeting minutes; voucher #s 48746-48818 and #s 8735-8748 (June 2016 payroll benefits' warrants) in the amount of \$1,070,127.53 from the Maintenance fund, \$71,130.55 from the Repair & Replacement Projects fund, \$97,310.21 from the Capital Projects fund and payroll check #8734 and direct deposit authorizations in the amount of \$208,335.90; approving Agenda Bill #16-026, adopting Resolution #1665, approving the final cost and pro rata share of District installed laterals for Pleasant View Estates PUD Phase 1 and authorizing staff to reimburse the developer, Lennar Northwest Incorporated, \$6,291.60 for installation of the laterals and Agenda Bill #16-027, authorizing District staff to schedule a public hearing for the Wooded Acres Septic Elimination Program Local Facilities Charge project on Tuesday, August 9, 2016 at 5:00 PM or as soon thereafter as possible.

Commissioner Kimsey seconded the motion, and it passed unanimously.

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

**Board Members:** Each Commissioner reported on his recent activities.

**General Manager: General Manager Activities Report (Discovery Clean Water Alliance Update; Agency Coordination; and District and Professional Organization Functions)** – John Peterson briefly reviewed his report, including a draft contract with JLA Public Involvement intended to support the Alliance by creating a dedicated web page on the Alliance website with basic information that is thought to be helpful to all Alliance customers and

especially to the growing number of residents near the Salmon Creek Treatment Plant. The Board concurred with the proposed contract and requested staff include the item on the July 26 Consent Agenda.

**Assistant Manager: Assistant Manager Activities Report (General Sewer Plan; and Agency Coordination)** – Shawn Moore briefly reviewed his report.

**District Engineer: District Engineer Activities Report (Development Program)** – Shawn Moore briefly reviewed the District Engineer Activities Report (in Mr. Krause's absence).

**Finance Director/Treasurer: Finance Director/Treasurer Activities Report (Discovery Clean Water Alliance; 2017 District Budget; and Banking Services Change Implementation)** – Ken Andrews briefly reviewed his report.

**Operations Manager:** No report.

**District Legal Counsel:** Rod Kaseguma reviewed POL-034, Policy Related to Definition of Other Official Duties or Services in response to a previous Board inquiry.

Mr. Kaseguma reviewed a memo prepared by Inslee Best regarding the District's current Employee Handbook policy addressing possession of a weapon while on District property.

District staff and legal counsel requested the Board review both items and provide input to District staff at a future Board meeting.

**Board Clerk:** No report.

**UNFINISHED BUSINESS:** No items to discuss.

**NEW BUSINESS: AB #16-028 – Miller's Heating Grinder Pump Agreement** – Shawn Moore briefly reviewed the agenda bill, which was presented in memo format for the Board's initial review at the June 21 Board meeting.

Commissioner Harker inquired regarding the proposed grinder pump indicated within the agreement. Staff will provide an explanation at a future Board meeting regarding any deviations from the District's Standard Specifications for the grinder pump installation.

Commissioner Kimsey moved to authorize the General Manager to sign the Grinder Pump Agreement with the Owner of Miller's Heating.

Commissioner Kiggins seconded the motion, and it passed unanimously.

**AB #16-029 – Jetting/Vacuum Truck Procurement** – Tom Burns briefly reviewed the agenda bill, which was presented in memo format for the Board's initial review at the May 17 Board meeting.

Commissioner Kiggins moved to authorize the Operations Manager to purchase the

Freightliner truck in the amount of \$107,727.00 (plus sales tax) and Aquatech hydro vacuum/cleaning equipment in the amount of \$241,240.88 (plus sales tax).

Commissioner Kimsey seconded the motion, and it passed unanimously.

**AB #16-030 – Canterbury Trails District Participation Approval of Final Costs –**

Shawn Moore briefly reviewed the agenda bill, which was presented in the District Engineer Activities Report for the Board's initial review at the June 28 Board meeting.

Commissioner Kimsey moved to approve the final costs of \$348,829.25 for the design, construction and survey of the North Junction Trunkline and Force Mains constructed in conjunction with the Canterbury Trails project.

Commissioner Kiggins seconded the motion, and it passed unanimously.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Kiggins seconded the motion, and it passed unanimously.

At 4:50 PM, Commissioner Harker adjourned the meeting.

Respectfully submitted,

Secretary