

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
January 10, 2017**

The first regular meeting of the month of January was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on January 10, 2017. Commissioner Kiggins 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, Shawn Moore, Robin Krause, Ken Andrews, Tom Burns, Steve Bacon, Dale Lough, Hugh Findlay, and Kim Thur. District legal counsel Rod Kaseguma. Employees Present for Special Presentations: Wendy Ferrera-Escobar.

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

ADDITIONS & DELETIONS TO AGENDA: John Peterson reported that Robin Krause would have an additional item to discuss within the District Engineer Activities Report.

SPECIAL PRESENTATIONS: Introduction of Wendy Ferrera-Escobar – Kim Thur introduced Wendy Escobar, the recently hired Administrative Assistant I, who has been working as a temporary employee since February of 2016. The Board welcomed Ms. Escobar to the District.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving December 27, 2016 regular meeting minutes; voucher #s 50002-50056 and #s 9152-9165 (December 2016 payroll benefits' warrants) in the amount of \$1,098,657.59 from the Maintenance fund, \$65,662.68 from the Repair & Replacement Projects fund, \$1,338,108.33 from the Capital Projects fund; payroll check #s 9150, 9151, direct deposit authorizations in the amount of \$216,131.34 & voided check #9149; Agenda Bill #17-001, authorizing the General Manager to sign Amendment 2 of \$100,000.00, for a contract total of \$300,000.00, for the Professional Engineering Services Contract for Sewer Consulting with CH2M HILL on an as needed basis for continued engineering services to deliver the Six-Year Capital Program; and Agenda Bill #17-001, authorizing staff to schedule a public hearing for the Valley Estates Latecomer Reimbursement on February 14, 2017 at 5:00 PM or as soon thereafter as possible.

Commissioner Harker seconded the motion, and it passed unanimously.

COMMUNICATIONS: Items from the Audience – No audience members wished to provide testimony.

Board Members: Commissioner Kimsey reported on his recent activities.

General Manager: General Manager Activities Report (Discovery Clean Water Alliance Update; Agency Coordination; & District and Professional Organization Functions) – John Peterson briefly reviewed his report, including a survey request from the Washington Association of Sewer and Water Districts (WASWD). Mr. Peterson requested the Board provided their input to Kim Thur, who will provide the input to WASWD.

Assistant Manager: Assistant Manager Activities Report (: General Sewer Plan; Workforce Study Initiatives; and Public Outreach and Communication) – Shawn Moore briefly reviewed his report, including a draft agenda bill related to a Professional Services Contract with JLA Public Involvement. The Board concurred with the proposed agenda bill and requested staff include the item on an upcoming Board meeting agenda.

District Engineer: District Engineer Activities Report (Discovery Corridor Wastewater Transmission System (DCWTS); Capital Program – Construction; Capital Program – Design; Development Program; Discovery Clean Water Alliance; & Agency Coordination) – Robin Krause briefly reviewed his report, including:

a) A draft agenda bill related to NE 10th Avenue Bridge (NE 152nd Street to NE 164th Street) County Road Project and General Facilities Project – Clark County Reimbursable Work Order for Construction Services. The Board concurred with the proposed agenda bill and requested staff include the item on an upcoming Consent Agenda.

b) A memo related to Kramers Corner Phase 1 & 2 District Laterals Reimbursement. The Board concurred with staff's recommendation to move forward with calculating the assessments and informing the affected property owners. Staff will then present the reimbursement at a future Board meeting for consideration.

c) A memo related to Morrow Customer Generated Infrastructure Program Local Facilities Charge. The Board requested staff to move forward with the project as a Septic Elimination Program project, confirmed that the Local Facilities Charge assessments are acceptable and requested staff to contact the affected property owners. Staff will then present the reimbursement at a future Board meeting for consideration.

d) A memo and draft agenda bill related to Prairie Park Force Main Developer Reimbursement. The Board concurred with staff's recommendation and requested staff to

include the item on an upcoming Consent Agenda.

e) A memo related to 36th Avenue Pump Station Pump Replacement Project Pump Selection Recommendation. Staff is recommending, based on the evaluation of candidate pumps against performance criteria, that the Flygt NT 3306 pumps be selected for the project and to proceed with the sole source authorization process. The Board concurred with staff's recommendation. Commissioner Harker requested staff to develop an estimate for life cycle costs of the recommended pumps.

Mr. Krause then reviewed a construction site issue that occurred yesterday at the Glenwood Pump Station during a planned construction bypass operation.

Finance Director/Treasurer: Finance Director/Treasurer Activities Report (District and Professional Organization Functions; Accounting Technician Recruitment; and 2016 CAFRs – District and Alliance) – Ken Andrews briefly reviewed his report.

Operations Manager: No report.

District Legal Counsel: No report.

Board Clerk: No report.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss.

Commissioner Kimsey moved to adjourn the meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

At 4:40 PM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary