

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
January 24, 2017**

The second regular meeting of the month of January was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on January 24, 2017. Commissioner Kiggins called the meeting to order at 3:00 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.

Visitors Present for Special Presentations: Employees: Linda Bauer; and Consultants: Doug Sarkkinen with OTAK;

Visitors Present for Regular Meeting: City of Ridgefield: Councilmember Sandra Day; Consultants: Craig Chambers with BHC Consultants; and Interested Citizens: Dan Clark.

ADDITIONS & DELETIONS TO AGENDA: John Peterson reported that the slides for today's work session were provided earlier today and copies are available for the public as well.

SPECIAL PRESENTATIONS: American Council of Engineering Companies of Oregon: Engineering Excellence Honor Award for Tenny Creek Emergency Repair – Robin Krause presented the American Council of Engineering Companies of Oregon: Engineering Excellence Honor Award to the Board, which the District received for the Tenny Creek Emergency Repair project.

Doug Sarkkinen with OTAK provided some additional information on the project.

WORK SESSION: General Sewer Plan Update – Basis of Planning – Shawn Moore reviewed the PowerPoint presentation, which focused on planning methodology, assumptions and growth figures.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda as presented, approving January 10, 2017 regular meeting minutes; voucher #s 50057-50153 in the amount of \$127,695.80 from the Maintenance fund, \$11,952.42 from the Repair & Replacement Projects fund, \$178,470.58 from the Capital Projects fund; \$63,215.70 from the Alliance Repair & Replacement Projects fund; \$51,808.99 from the Alliance Capital Projects fund; Agenda Bill #17-003, authorizing the General Manager to sign the Clark County

Reimbursable Work Order for the NE 10th Avenue (154th Street to 164th Street) project in the amount of \$1,142,450.00, which includes a 20% construction contingency; Agenda Bill #17-004, adopting Resolution #1678, approving the final cost and pro rata share of District installed laterals for Kramer's Corner Phase 1 & 2 and authorizing District staff to reimburse the developer, Tri-Kin Company LLC, \$8,130.00 for installation of the laterals; Agenda Bill #17-005, authorizing District staff to schedule a public hearing for the Morrow Septic Elimination Local Facilities Charge project on Tuesday, February 28, 2017 at 5:00 PM or as soon thereafter as possible; and Agenda Bill #17-006, authorizing the General Manager to sign the Developer Extension, Reimbursement and Service Agreement with the developer for the costs of constructing the force main in an amount not to exceed \$27,782.92 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed twenty (20) percent of the original agreement amount.

Commissioner Harker seconded the motion, and it passed unanimously.

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

Board Members: Each Commissioner reported on his recent activities.

Commissioner Kimsey reported that the Hazel Dell Parade of Bands will be held on May 20. This year's theme is Follow Your Dreams and Alicia Cooper, Miss Washington, will be the Grand Marshal of the parade.

Commissioner Harker provided an update on the most recent Washington Association of Sewer and Water Districts Board of Directors meeting.

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 draft agenda bill related to Alliance Professional Engineering Services Contract Amendment for Columbia River Outfall and Effluent Pipeline Project. The Board concurred with staff's recommendation and requested staff to include the item on an upcoming Consent Agenda.

Mr. Peterson then provided the Board with the Washington Association of Sewer & Water Districts Legislative Update.

Assistant Manager: Assistant Manager Activities Report (General Sewer Plan) – No report.

District Engineer: District Engineer Activities Report (Discovery Corridor

Wastewater Transmission System (DCWTS); Capital Program – Construction; Capital Program – Design; Development Program; Engineering Department; Discovery Clean Water Alliance; & Agency Coordination) – Robin Krause briefly reviewed his report, including a memo and draft agenda bill related to St. Johns Wood Developer Reimbursement – St. Johns Wood Pump Station. The Board concurred with staff’s recommendation and requested staff to include the item on an upcoming Consent Agenda.

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: Board Event Attendance Confirmation (January 1 – 17, 2017) – Kim Thur presented the Board Event Attendance Confirmation to the Board for their review. The Board then signed the document.

Board Calendar of Events (January 18 – February 21, 2017) – Ms. Thur then presented the Board Calendar of Events for the Board’s information.

2017 Board Assignments – Ms. Thur presented the 2017 Board Assignments to the Board for their use and information.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: AB #17-007 – Professional Services Contract with JLA Public Involvement – Shawn Moore briefly reviewed the agenda bill.

Commissioner Kimsey moved to authorize the General Manager to sign the Professional Services Contract with JLA Public Involvement Inc. for communications support in an amount not to exceed \$24,269.48 and further authorize the General Manager to sign supplemental amendments not to exceed ten (10) percent of the original contracted amount.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Harker moved to adjourn the meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 4:03 PM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary