

**CLARK REGIONAL WASTEWATER DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES  
REGULAR MEETING  
February 14, 2017**

The first regular meeting of the month of February was held at the District Board meeting room, 8000 NE 52<sup>nd</sup> Court, Vancouver, Washington on February 14, 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, Robin Krause, Ken Andrews, Steve Bacon, Dale Lough, Hugh Findlay, and Kim Thur. District legal counsel Rod Kaseguma.

Visitors Present for Special Presentations: Employees: Patti Riches.

Visitors Present for Regular Meeting: Partner Agencies: Sandra Day, Ridgefield City Councilmember; and Interested Citizens: Dan Clark.

Visitors Present for Public Hearing:

**ADDITIONS & DELETIONS TO AGENDA:** John Peterson requested an Executive Session for the purpose of considering pending litigation, under RCW 42.30.110(i) for approximately 15 minutes where no action will be taken.

**SPECIAL PRESENTATIONS: Patti Riches, Assistant Finance Specialist: 10 Years of Service Award** – The Board presented Patti Riches with her 10 Years of Service Award and thanked her for her ongoing commitment to the District.

**CONSENT AGENDA:** Commissioner Kimsey moved to approve the Consent Agenda as presented, approving January 24, 2017 regular meeting minutes; voucher #s 50154-50246 and #s 9166-9179 (January 2017 payroll benefits' warrants) in the amount of \$1,092,947.94 from the Maintenance fund, \$101,796.11 from the Repair & Replacement Projects fund, \$70,591.73 from the Capital Projects fund; \$229,566.34 from the Alliance Repair & Replacement Projects fund; \$50,622.56 from the Alliance Capital Projects fund; payroll check #9180 and direct deposit authorizations, including voided ACH direct deposit for Wilmoth; Agenda Bill #17-008, authorizing the General Manager to sign the Professional Engineering Services Task Assignment Contract Amendment 2 with CH2M HILL Engineers, Inc. in an amount not to exceed \$1,000,000.00 for the Columbia River Outfall and Effluent Project work and further authorize the General Manager to sign supplemental amendments not to exceed ten (10)

percent of the Amendment 2 amount; and Agenda Bill #17-009, authorizing the General Manager to sign the Developer Extension, Reimbursement and Service Agreement with the Developer for the costs of constructing the St. Johns Wood Pump Station and approximately 900 feet of force main in an amount not to exceed \$700,000.00 and further authorizing the General Manager, or written designee, to sign supplemental amendments not to exceed ten (10) percent of the original agreement amount.

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.

**General Manager:** John Peterson provided a verbal report on recent activities and coordination efforts over the last three weeks.

**Assistant Manager: Assistant Manager Activities Report (General Sewer Plan)** – John Peterson reviewed Mr. Moore’s report in his absence, including: a) a draft agenda bill re: Professional Services Contract with Trupp HR, Inc.; and b) a memo related to District Website Recommendations.

The Board concurred with the proposed draft agenda bill and requested staff include the item on an upcoming Consent Agenda.

**District Engineer: District Engineer Activities Report (Discovery Corridor Wastewater Transmission System (DCWTS); Capital Program – Construction; Capital Program – Design; Development Program; and Discovery Clean Water Alliance)** – Robin Krause briefly reviewed his report, including a) a draft agenda bill related to NE 119<sup>th</sup> Street (NE 50<sup>th</sup> Ave to NE 72<sup>nd</sup> Ave) County Road Project – Clark County Reimbursable Work Order for Construction Services; b) a memo, draft agenda bill and reimbursable agreement related to Pioneer Place Developer Reimbursement; c) a memo related to Abbey Glen Subdivision Latecomer Reimbursement; and d) a memo, draft agenda bill and reimbursable agreement related to Velveteen Meadows Phases 3-8 Developer Reimbursement. The Board concurred with staff’s recommendation and requested staff to include the item on an upcoming Consent Agenda.

The Board concurred with the proposed draft agenda bill related to NE 119<sup>th</sup> Street (NE 50<sup>th</sup> Ave to NE 72<sup>nd</sup> Ave) County Road Project – Clark County Reimbursable Work Order for Construction Services and requested staff include the item on an upcoming Consent Agenda.

The Board concurred with the proposed memo, draft agenda bill and reimbursable agreement related to Pioneer Place Developer Reimbursement and requested staff include the item on an upcoming Consent Agenda.

The Board concurred with the memo related to Abbey Glen Subdivision Latecomer Reimbursement and the proposed Latecomer assessments by front footage and requested staff to move forward with notifying the affected property owners, prepare a contract for the developer to sign and then present the reimbursement at a future Board meeting for Board approval.

The Board concurred with memo, draft agenda bill and reimbursable agreement related to Velveteen Meadows Phases 3-8 Developer Reimbursement and requested staff 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:** Kim Thur provided the draft Connections newsletter to the Board, requesting all comments by tomorrow morning, so it can be submitted to the printer for processing.

At 4:42 PM, Commissioner Kiggins recessed the meeting into Executive Session with District legal counsel for the purpose of considering pending litigation, under RCW 42.30.110(i) for approximately 15 minutes where no action will be taken.

At 5:00 PM, Commissioner Kiggins reconvened the meeting.

**HEARINGS: 5:00 PM Public Hearing – AB #17-010 – Valley Estates Latecomer Reimbursement** - Commissioner Kiggins opened the hearing on the establishment of a latecomer reimbursement area for the Valley Estates Subdivision and the amount for the sanitary sewer facilities constructed in the vicinity of NE 119<sup>th</sup> Street and NE 58<sup>th</sup> Avenue within public right-of-way of the project. He then asked District staff to explain the latecomer reimbursement requirements and process and to describe the sanitary sewer facilities and their cost.

Steve Bacon provided the background information on the project.

Commissioner Kiggins then asked if anyone present wished to provide testimony on the

sanitary sewer facilities and the latecomer reimbursement.

No affected property owners were present.

Commissioner Harker moved to close the public hearing.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Commissioner Kiggins announced the public hearing was closed.

Commissioner Kimsey stated that he believed the proposed reimbursement area and cost is appropriate and meets the requirements of RCW Chapter 57.22. He then moved to direct staff to prepare a resolution for approval and adoption of the Valley Estates Latecomer Reimbursement that includes the properties and proposed assessments as shown in the Final Assessments Table at a future Board meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

Commissioner Kiggins thanked everyone for attending the hearing.

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

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

Commissioner Harker moved to adjourn the meeting.

Commissioner Kimsey seconded the motion, and it passed unanimously.

At 5:05 PM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary