

**CLARK REGIONAL WASTEWATER DISTRICT
BOARD OF COMMISSIONERS
MINUTES
REGULAR MEETING
March 18, 2014**

The second regular meeting of March was held at the District Board meeting room, 8000 NE 52nd Court, Vancouver, Washington on March 18, 2014. Commissioner Kiggins called the meeting to order at 7:00 AM.

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

District Staff: John Peterson, Robin Krause, Heidi Rosenberg, Phil Roppo, Shawn Moore and Kim Thur.

Visitors Present: Dan Clark, Steve Wall, Don Stose and Lee Wells.

ADDITIONS & DELETIONS TO AGENDA: There were none.

CONSENT AGENDA: Commissioner Kimsey moved to approve the Consent Agenda, approving February 13, 2014 continued meeting minutes; and payroll check #s 8280 (void) and 8281 in the amount of \$800.00.

Commissioner Harker 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.

Executive Assistant: Board Event Attendance Confirmation (February 19 – March 18, 2014) – Kim Thur reviewed and confirmed the Board's attendance at events from February 19 through March 18, 2014. The Board then signed the confirmation sheet.

Board Calendar of Events (March 19 – April 15, 2014) – Ms. Thur reviewed the calendar with the Board.

General Manager: John Peterson provided a brief report setting the stage for the capital project and related policy discussions as part of today's meeting.

Capital Program Manager: North Junction Pump Station & Trunk Project – Design Update – Heidi Rosenberg and Robin Krause provided an overview of the project for the Board's information. The Board requested staff to provide the Local Facilities Charge methodology options at a future Board meeting, so the Board can determine how to apply the Local Facilities Charge to benefitted properties.

Assistant Manager: Assistant Manager Activities Report: Ridgefield Collection System Transfer – Shawn Moore reported that District staff is recommending the District continue its maintenance of District laterals practice within the City of Ridgefield. Mr. Moore then presented a draft Resolution for the Board's review. The Board concurred with staff's recommendation and directed staff to include the Resolution on the March 25 Consent Agenda.

Washington Association of Sewer & Water District (WASWD) Strategic Planning Process – Mr. Moore briefly reviewed the item. The Board requested to discuss this item in a work session at the March 25 Board meeting.

Public Outreach & Communications – Mr. Moore reported that staff is recommending entering into a contract with JLA Public Involvement for approximately \$15,000 to prepare professional display materials for public outreach functions and also to provide copywriting services to support production of the District's customer newsletter. The Board concurred with staff's recommendation. The General Manager will execute the contract per the authority granted within District Code section 2.16.020.

UNFINISHED BUSINESS: No items to discuss.

NEW BUSINESS: No items to discuss.

At 8:30 AM, Commissioner Kiggins recessed the meeting into Executive Session for approximately 10 minutes to discuss performance of an employee pursuant to RCW 42.30.110(1)(g).

At 8:37 AM, Commissioner Kiggins reconvened the meeting.

Commissioner Harker moved to award all District employees a Platinum team award in the amount of \$575.00, for the efforts related to the Ridgefield Transfer project.

Commissioner Kimsey seconded the motion, and it passed unanimously.

Discussion occurred on the District's Employee Recognition program,

Commissioner Harker moved to adjourn the meeting.

Commissioner Harker seconded the motion, and it passed unanimously.

At 8:45 AM, Commissioner Kiggins adjourned the meeting.

Respectfully submitted,

Secretary